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MINUTES OF THE MEETING OF THE

MONTANA STATE LIBRARY EXTENSION COMMISSION

FEBRUARY 22, 1958

A meeting of the Montana State Library Extension Commission was held in Helena, Montana, at the Placer Hotel on Saturday afternoon, February 22, at 1:30 P.M.

The meeting was called to order by the Chairman, Kathleen Campbell.

Members in attendance, in addition to the Chairman, were Mrs. Helen Ewing, Dr. Amos R. Little, Jr., Mrs. J. B. Mast and Miss Harriet Miller. Mrs. Ruth O. Longworth, Secretary of the Commission, and Miss Rita McDonald, Assistant Secretary, were also present, and Miss McDonald was officially introduced to the members by the Chairman at that time.

The Chairman stated that the purpose of the meeting was to discuss the Commission budget for the 1959-61 biennium, and any other legislative matters that members of the Commission might wish to recommend. She explained that the President of the Montana State Library Association had asked for the above information for inclusion in the Annual Report of the Legislative Committee of the State Library Association.

The Chairman outlined briefly the financial needs of the Commission in light of the Library Services Act. She stated that in the last legislative Assembly of Montana funds were not requested to match federal aid provided for in the Library Services Act. She explained that Montana librarians were of the opinion that an increased budget for the Commission would be more readily forthcoming if Montana's Library Development Plan were in operation and a demonstration underway before a material increase were requested. The Chairman then turned the meeting over to the Secretary for a detailed report on the proposed biennial budget which she had prepared. Mrs. Longworth pointed out that the

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proposed budget assumed full responsibility on the part of the Commission for headquarters expense including those necessary for the implementation of the Library Services Act. Mrs. Longworth stated that during the past year and a half a considerable amount of federal money had been expended for the operation of the State Library Extension Commission since the regular budget of the Commission was not adequate to meet the increased operational costs necessitated by Montana's acceptance of the benefits provided in the Library Services Act. She stated that, while no restriction was placed upon the use of moneys received through the Library Services Act, the intent of the Act was to improve rural library development throughout the nation and consequently the various states were expected to carry their share of the burden. She brought out the fact that the more federal money expended for the operation of state library agencies, the less there would be for actual library development, thus defeating the purpose of the Act. Mrs. Longworth informed the Commission that the state appropriation for Commission purposes in Montana is the lowest of any state in the country. Only the territory of Alaska and the small territory of Guam have smaller budgets.

Members of the Commission recommended that, in presenting the Commission budget to members of the Legislature, Commission members should be prepared to explain the source of the moneys involved and the manner in which the funds had been expended. They also recommended that a campaign be initiated to inform candidates for the state legislature of the program and needs of the Commission.

There followed a more detailed consideration of the proposed budget. Members of the Commission questioned the low amount allowed for the important service to the blind. Dr. Little moved, seconded by Mrs. Mast, that the item "Books for the Blind" be increased to $5,000. The motion carried.

It was suggested that the salary of the Circulation Assistant be shown at the full, base pay since, should the present assistant resign, it might be

difficult to find another person to fill the position on a three-fourths basis; and it was also suggested that the base pay be set at $5,000. It was pointed out that this salary had recently been very substantially increased over its former figure.

The Chairman pointed out that recommendations for salaries of the Secretary and Assistant to the Secretary had been left blank. Members of the Commission stated that the only way to get good staff members and therefore to get the type of service the Commission requires is to pay salaries commensurate with those paid in other states or for similar work in this state. Mention was made of the extremely low salaries paid to public librarians in this state. Dr. Little referred to the Wezeman report on the Helena Public Library, in which it was recommended that, in order to get the type of librarian that was needed for that size town, the Board must be prepared to pay a salary between $5,000 and $6,000. He averred that good salaries paid by the Commission would be a stimulus to better salaries in local libraries -- and that the Commission should lead the way and pay the salary that was called for on the state level irrespective of what was done in smaller communities. Miss Campbell pointed out that the Commission Secretary was not only a competent librarian but also an excellent public relations director -- a combination hard to come by. She stated that consideration must be given to the question of what the Commission would have to pay to replace Mrs. Longworth should she decide to go elsewhere. She mentioned that Mrs. Chadwick left here to take a position that carried a salary of $7,200.

Dr. Little moved that the salary of the Secretary be placed at $7,200 for the next biennium. Mrs. Ewing seconded the motion. In the discussion that followed it was suggested that other state agencies usually plan for a raise at the beginning of each fiscal year instead of at the beginning of each biennium. Dr. Little withdrew his motion and Mrs. Ewing concurred. Dr. Little then moved,

seconded by Mrs. Ewing, that "the salary of the Secretary be set at $7,200., to become effective July 1, 1958." The motion passed unanimously.

The matter of the salary of the Assistant to the Secretary was then discussed. Miss Miller suggested that, if the present proportional relationship was retained between this salary and that of the Secretary, the new salary would be $6,600. Mrs. Mast moved, seconded by Miss Miller, that the salary of the Assistant Secretary in the proposed budget be placed at $6,600, this salary to become effective July 1, 1958." The motion carried unanimously.

Dr. Little moved that the proposed legislative budget be adopted as amended. Mrs. Mast seconded the motion and it carried. It was agreed that a skeleton budget would suffice for formal presentation to the Montana Library Association but it was emphasized by Dr. Little that there should be no hesitancy in making the details public. He stated that, with reference to the salary items especially, he felt it to be a good job of education for the Commission to let it be well-known that it intended to pay salaries comparable to those paid elsewhere.

The budget having been disposed of, the Chairman asked Commission members if they wished to consider further legislation. The question was raised as to whether there should be an attempt to prepare the legislature for a future move of Commission headquarters to Helena. Commission members were of the opinion that it would be better to wait until over-all plans had been formulated for dealing with the Capitol's space problem. Mention was made of the possibility of space being made available to the Commission in the building of the proposed new University Law School. Members agreed that any such proposal should be considered with a view to the practicality of the space and the length of time that the Commission would be assured of tenancy; and that the Commission should not enter into such an arrangement without a lease and without observing the same type of business-like procedures that it would in negotiating such a matter with anyone else.

Miss Campbell mentioned the possibility of a change in the Commission law. She stated that for some time she had been urging that the law be changed so that the chairmanship of the Commission should not be vested in the librarian of the State University, and she added that, with the present strong leadership in the Commission's headquarters staff, the Commission no longer had need for the guidance that this provision of the law was designed to assure. She pointed out that she had made a plea to be relieved of the responsibility two years ago, but other librarians and the Library Association's legislative chairman were of the opinion that no change should be made at that time, as such a proposal might interfere with full legislative support of the budget.

It was the opinion of members of the Commission that the same situation existed now as had two years ago; and that all effort should be concentrated on getting support for the budget, and no legislation should be introduced that might detract from it. Mrs. Longworth stated that the library survey for the Pacific Northwest would soon be completed and no change in the library law should be considered until this survey was thoroughly studied in relation to its applicability to the Montana legislative picture. Appreciative comment was made by members of the Commission of the actual work that has been performed by the Chairman in the past.

The Chairman next called upon Mrs. Longworth to make a report on her recent meeting with the Montana Legislative Council. Mrs. Longworth stated that, having heard the Legislative Council was proposing to develop a legislative reference library, and having had the opportunity to meet with the Council, she had suggested to its members that the Commission might be able to help in the development and organization of such a library. Miss Campbell pointed out that legislative reference service is usually considered one of the services of a state library. Members of the Commission agreed that such service is consistent with the Commission's long-range program of integration of all state library

service in a strong state agency. Mrs. Mast moved that the Commission go on record as approving Mrs. Longworth's action in offering this service to the Legislative Council. Mrs. Ewing seconded the motion and it passed. Miss Miller suggested that the Chairman of the Commission write Senator James informing him of this action.

Miss Miller then asked if any thought had been given to the possibility of offering the services of the Commission to the various state institutions, practically all of which, other than those of the State University system, have deplorably inadequate library facilities. It was pointed out that such service could make rather disastrous inroads upon the Commission's present inadequate book collection. Dr. Little opined that, nevertheless, such service might be a burden the Commission should well assume; he suggested that the present library services of the various institutions be evaluated in the light of what the Commission is able to offer them. Miss Miller moved that the institutions be contacted by an exploratory letter in the name of the Commission suggesting that the Commission might be able to help them in their library problems. Dr. Little seconded the motion and it carried.

At the end of the meeting, Dr. Little said that he would like to explain his recent suggestion that Commission members be present at the hearing on the Wezeman survey of the Helena Public Library. He explained that the name of the Commission had inadvertently been linked by the press with his personal activity in urging that the Wezeman report be made public, and he had thought that it might be well for some disinterested member of the Commission to be present to refute any erroneous statement that might be made with reference to Commission participation in the matter. In reply to inquiries of other members of the Commission, he reported that it seemed as if activity on the part of interested citizens that had led to the hearing would result in a slow but gradual improvement in the Helena library situation.

Mrs. Longworth drew the attention of the Commission to examples of publicity she had brought with her.

There being no further business to come before the members, the meeting was adjourned at 4:30 P.M.

Respectfully submitted,

Marguerita McDonald

Marguerita McDonald
Assistant Secretary

REPORT ON THE MONTANA STATE PRISON LIBRARY
TO THE MONTANA LEGISLATIVE COUNCIL

In compliance with the request of Mr. Tidball, I visited the prison library on the morning of August 2, 1958. Mr. William Benson, Acting Warden, had several appointments and little time to confer with me, but he made me very welcome, provided me with a pass and conduct to the prison where John Simonsen, newly appointed deputy in charge of Care and Treatment, conducted me to the library.

I was introduced to Norman Baulsir an inmate of the prison who is in charge of the library and who also does all of the printing for the prison. He has been in charge of the library for 6 years and 1 month.

The library is housed in a long narrow room with high ceilings, about 12 by 25 feet long. In the center of the floor is the large printing press and type cabinets. There is a small alcove in the back of the room and this was occupied by a rather jovial group of prisoners - rather noisy - who, it developed, were the eleven "helpers" that Norman had been assigned. When they left for lunch, talking was much easier.

The walls are solid with books, from the cabinets built low around the walls to the top of the high ceiling. Access to the 4 top rows is only possible by climbing a high step ladder. This I did not do, but confined my survey of the books to those that were in reach. I sampled a sufficient number, however, to give me a very good idea of the collection.

Norman Baulsir has devised a method of keeping the books in order that is quite different to usual library procedure but one that he finds adequate. He has set up a catalog and in earlier years, has offered a printed list to the inmates from which they could select books. For some time this has not been in vogue. The corridors to the cells are locked and neither the lists nor the books can now be delivered.

A good prison library could be the most valuable adjunct to a program of rehabilitation. The present collection could serve no such purpose. It is a hodge-podge of old gift books, obsolete in content in the non fiction, and with the exception of several shelves of the classics, out-dated in the supply of fiction. A book on banking carries the copyright of 1893, one on concrete making, 1903. Several books on citizenship were published in 1908, 1909 and 1910, respectively. I would estimate that easily 60 per cent of the books could be withdrawn as expendable.

Not only is there need for a book collection chosen from an approved list especially selected for penal institutions, but there is need for a citizen employee with full authority in charge of the library. Certainly there could be helpers chosen from the inmates, but the responsibility of a good collection could only be successfully placed in the hands of a paid employee. Norman has had the experience of having books vandalized and destroyed. If he reports these depredations, he becomes a "stool pidgeon" in the eyes of his colleagues and could suffer severe reprisals.

There is need for rules and regulations to teach good citizenship, and to insure that the books receive proper treatment. More important, there is the need for a planned program to encourage reading and study among the inmates.

Norman does an exceptionally fine job with his printing press. Examples of his work are prominently displayed on a bulletin board - all excellent. The press, however, does not combine well into the library, which now looks more like a tool shop than a place to foster reading.

The prison library is the fifth institution library that the Commission has visited this year. In every instance the book collection has been found to be woefully inadequate and trained personnel non-existent. In my opinion, consideration of budgetary needs for a better book collection must include adequate funds

for a trained librarian for all Montana institutions, with in-service training for paid personnel for on-the-job administration. At no other institution is this so evident as in the prison library at Deer Lodge where the need for rehabilitation is greatest.

Respectfully submitted,

Ruth O. Longworth
Librarian
Montana State Library Commission

August 10, 1958

MINUTES OF THE MEETING OF THE

MONTANA STATE LIBRARY EXTENSION COMMISSION

JANUARY 18, 1959

A meeting of the Montana State Library Extension Commission was held in Helena, Montana, at the Placer Hotel on Sunday afternoon, January 18, at 1:30 P.M.

The meeting was called to order by the Chairman, Miss Kathleen Campbell.

Members in attendance, in addition to the chairman, were Mrs. Helen Ewing, Mrs. J. D. Mast and Miss Harriet Miller. In addition there were present Mrs. Ruth O. Longworth, Secretary of the Commission, Miss Rita McDonald, Assistant Secretary and Mrs. Leo C. Graybill, Legislative Chairman for the Montana State Library Association.

The minutes of the previous meeting were approved as distributed.

The Chairman then stated that the meeting had been called for two reasons:

First - to give Mrs. Longworth an opportunity to report on steps that had been taken with regard to informing the legislators of the Commission's needs and securing an appropriation to meet those needs.

Second - To give the Commission an opportunity to discuss the legislative program with Mrs. Graybill. As Legislative Chairman for the Montana State Library Association, Mrs. Graybill had offered to assist in working with the legislators in connection with the Commission's appropriation. Together with Miss Campbell and Mrs. Longworth she was staying over for a hearing that had been called for Tuesday afternoon by the legislative sub-committee appointed to consider the appropriation for the Commission.

Mrs. Longworth explained that early in the fall she had conferred with Mrs. Graybill and mapped out a program. Their combined planning had resulted in the following preliminary activities:

1. As soon as the names and addresses of the elected legislators were se-

cured a letter was sent to each of them enclosing the Commission's progress report under the Library Services Act and a new brouchure explaining the Commission's activities.

2. Early in December, both Mrs. Graybill as Legislative Chairman, and Margaret Hileman, as President of the Montana State Library Association wrote letters to all legislators asking for favorable consideration of the Commission's budget. At the same time they also wrote the public librarians in the state enclosing copies of their letters to the legislators.

3. Early in January, Mrs. Deverly Demis, Chairman of the State Friends of the Library group, wrote 700 letters to all legislators, public librarians, trustees, paid-up members of the Friends group and other selected friends, enclosing a letter that Mike Mansfield had written Mrs. Carrie Koestner, Secretary of the Friends' Group, in which he stated that "in order to fulfill the intent of the Act and to allow the program to expand to new rural areas it will be necessary for the Montana State Legislature to consider the appropriation of matching funds."

4. When the names of the House Appropriation Committee and the Senate Finance and Claims Committee were known, letters were sent from headquarters to a selected group of dependable librarians and friends asking that they send letters requesting support for the Commission's appropriation.

5. As soon as the names of the sub-committee, appointed to consider the Commission's appropriation, were received, Mrs. Longworth called by phone a few of the above people and then sent letters to librarians, trustees, Women's Clubs, bookmobile users and to schools and individual Commission borrowers. Enclosed with this letter went an explanation of the reasons for the budget request and a list of the members of the above committees. A similar letter was

sent out by Mrs. Bemis to all friends on the SLEC mailing list. Letters sent out at this time numbered approximately 3,000.

6. Mrs. Longworth also, personally, wired Lee Metcalf, asking that Montana's Congressional delegation contact state legislators urging support of our appropriation. All four of Montana's representatives in Congress have been working hard to make the Library Services Act a reality.

7. Mrs. Longworth further mentioned that she had provided Mr. Haines with thirty copies of SLEC's budget request, with the same number of lists of SLEC borrowers by county, and with one hundred and fifty copies of the last issue of Montana Libraries to be placed on the desk of each legislator.

8. Mrs. Longworth also stated that the Library Services Division of the U. S. Department of Health, Education and Welfare, have duplicated, as an attractive booklet, Mabel Engelter's report on the Whitefish Public Library's progress under the Library Services Act. The Division plans to send this out all over the nation. Previously the Division had distributed the progress report in a similar fashion. Mrs. Engelter has forwarded a copy of this booklet to the Chairman of the House Appropriations Committee and the Senate Finance and Claims committee and she will mail copies to other legislators when she receives an additional supply. Mrs. Longworth pointed out that this is an exciting testimonial of what can happen under the Library Services Act.

She concluded by saying that the Commission's report of expenditures is now ready and will be mailed to Commission members within the coming week.

Miss Campbell then asked Mrs. Graybill if she had plans she would like to share with the Commission members. Mrs Graybill replied that it was her understanding that the Commission members were to tell her what they wanted done. In the discussion that

followed the budget request was reviewed and a thorough analysis made of means of convincing the appropriations sub-committee and other members of the legislature of the validity of the Commission's request.

In closing Miss Campbell expressed the Commission's appreciation to Mrs. Graybill. She spoke warmly and gratefully of Mrs. Graybill's continuing interest in the work of libraries in the state and her willingness to take on the work of legislation for the Commission; and she thanked her for taking the time to meet with the Commission.

Mrs. Graybill replied that she had enjoyed working with the libraries in the state. She warned the Commission, however, that this was to be her swan song. She hoped that another year the work would be taken over by someone so that she could devote her time and energies to other interests. She went on to say that her work this year would be made easier by the Commission's current fine program of public relations; She especially commended the visits that Mrs. Longworth has made to libraries in all parts of the state. Miss Campbell corroborated what Mrs. Graybill had said. She stated that the Commission were appreciative of the vision, enthusiasm and interest of both Mrs. Longworth and Mrs. Graybill and that they knew this must result in the best possible consideration of the Commission's needs by all concerned.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION

AUGUST 23, 1959

A meeting of the Montana State Library Extension Commission was held in Helena, Montana at the Placer Hotel on Sunday afternoon, August 23, at 1:00 p.m.

The meeting was called to order by the Chairman, Miss Kathleen Campbell.

Members in attendance, in addition to the Chairman, were: Miss Harriet Miller, Mrs. Helen Ewing and Mrs. J. D. Mast. Dr. Little had informed the Secretary that he would be unable to attend.

The minutes of the meeting were approved as distributed.

Miss Campbell then said that the meeting had been called primarily to consider the application of Mrs. Ruby McLeod, Consultant for the Nevada State Library, for the position of Assistant Secretary of the State Library Extension Commission, left vacant upon the resignation of Miss Rita McDonald. The Secretary was asked to read Mrs. McLeod's letter of application and the accompanying list of references. Miss Campbell said that she was acquainted with several of the people listed as references and that they were outstanding in the library profession. She said that Mrs. Longworth had met Mrs. McLeod at the Western States Conference in Phoenix last March and was most favorably impressed. Mrs. Longworth added that she had had excellent reports of Mrs. McLeod's work in Nevada with the Library Services Act program.

Miss Miller moved that Mrs. McLeod be appointed Assistant Secretary at the same salary as paid Miss McDonald; namely, $6,000.00 per year, effective September 1st. Mrs. Ewing seconded the motion and it passed unanimously.

Miss Campbell had high praise for Rita McDonald and said that although her time with the State Agency was of relatively short duration, her contribution was very great indeed.

The Secretary distributed copies of the Headquarter's Progress Report for fiscal '59, which has been sent to the Library Services Branch office in Washington, D.C. She discussed some of the highlights of the report and told the Commission members about the two new federations in Miles City and in Great Falls. She recommended that at some future date, the law might be changed to provide for library boards in county libraries, since often the commissioners, who are by law the board, are too burdened with other problems to have the library as a first concern. Miss Miller said that it would be wise only to propose some such change in the law if the Association of County Commissioners endorsed this legislation. After further discussion, it was decided that probably the problem was one of educating the Commissioners to the needs of some such board and that since three county libraries now have lay boards, the approach might be to encourage other volunteer boards in other places until such time as this procedure becomes accepted practice.

The Secretary pointed out that there was considerable confusion in the use of the title "secretary" of the Commission, since the title gave no indication that the secretary directs the Commission headquarters and its services. She asked if the Board had legal authority to change the title to Executive Secretary. It was agreed that this was not permissible, since the law plainly states that the Commission employ a secretary. The suggestion was made that the Secretary check on titles in other state library agencies, with a view to revising the Commission law. Miss Miller moved that until such time as the law can be changed, the Secretary use the title "Director and Secretary." The motion was seconded by Mrs. Mast and passed unanimously.

The name of the Commission was discussed. Miss Campbell was of the opinion that the name should be shortened, should exclude the word extension, since that makes for some confusion in that it suggests a tie-in with the Extension Service at Montana State College or the extension courses at Montana State University. She also said that the word Commission was misleading. Actually, the Board is the Commission and Headquarters functions as

a library. Discussion followed, and the Commission agreed that this matter should have careful consideration, with possible legislative action in the next legislature.

Mrs. Mast asked if the Secretary had visited the State Prison and other custodial institutions and the Secretary gave an account of her two visits and the report made to the Legislative Council. She said that Mr. Powell, the Warden, had set a date in July for another meeting, but this had to be cancelled, due to his heavy schedule. Visits to the other custodial institutions were discussed and Miss Miller asked if the Secretary of the Commission would be willing to meet with the custodial officers of those institutions if asked to do so by the State Board of Education. The Secretary stated that she would welcome such an invitation.

The meeting was adjourned at 4 o'clock.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION

April 10, 1960

A meeting of the Montana State Library Extension Commission was held in Helena, Montana at the Hawkins-Lindstrom clinic on Sunday afternoon, April 10th at 1:00 p.m.

The meeting was called to order by the Chairman, Miss Kathleen Campbell.

Members in attendance, in addition to the chairman were: Miss Harriet Miller, Mrs. J. B. Mast and Dr. Amos Little. Mrs. Ewing had informed the Secretary that she would be unable to attend.

The minutes of the meeting of August 23rd, 1959 were approved as distributed.

The chairman announced that Mrs. Ruby McLeod had resigned from the Commission because of business responsibilities in Nevada.

Miss Campbell asked the Secretary to present the proposed budget for the 1961-63 biennium. The Secretary distributed copies, first of the essential budget, based on the actual expenditure of both state and federal funds at headquarters and then copies of the budget necessary to increase services to all of the public libraries and to develope a new service to the State Institutional libraries. Miss Campbell recommended that copies of both budgets be attached to the minutes, of the meeting.

The salary of the Secretary was discussed. Dr. Little moved that it be set at $8,400.00 per year for the 61-63 biennium. The motion was seconded by Mrs. Mast and carried unanimously.

Dr. Little recommended that the Secretary prepare a brochure showing progress in Montana in library development under the Library Services Act. The Commission agreed that this would be most effective with the legislators since too long a report is not read. The Secretary said that plans were to prepare an illustrated report for the biennium. Miss Miller recommended that the Secretary look into the law which was passed four years ago specifying that only two pictures be permitted for the biennium reports and only two colors. Miss Campbell suggested that the January, 1961 issue of Montana Libraries could include the desired pictures and supplement the biennium report.

Miss Miller recommended that the Secretary investigate the possibility of having library needs included in the meeting arranged by Dr. Renne and this year under the direction of Dr. Leighton Thompson.

The Commission stood in agreement on the essential budget and the opinion was general that the budget necessary to an expanded program be offered also for consideration at the budget hearing.

The Commission did not approve the appointment of an organized Advisory Council to assist with the legislative program. The feeling was that the same help could be secured by having the names of people throughout the state and that these people could function effectively through the Montana State Library Association. Miss Campbell asked that the Commission members offer names of people who would be interested and effective.

Miss Campbell brought up the question of a change in the present law. It was decided that approval could be given to a draft at a meeting of the Commission to be held prior to the time of the 1961 legislative session. The members agreed that the name should be shortened, the title of the Secretary changed and that thought be given to calling the Commission the State Library Board.

The Secretary was asked for a brief report. She said that National Library Week had been immensely successful and that Tom Jermin, State Chairman, was certainly to be commended. She said further that four counties were circulating petitions asking for library service and that in most of these areas, chances of success were good. To assist in the legislative program, resolutions pledging club support were being considered by the B.P.W., the Womens Clubs, A.A.U.W, the Grange, Farm Bureau and Farmers Union. She said that the state Jaycees and the labor organizations would also be approached.

Mrs. Mast announced that because of her business responsibilities she would not be able to accept a reappointment to the Commission when her term expires in May. She asked for names which she could offer should the opportunity arise to suggest a replacement to the Governor. The Chairman agreed to offer recommendations. Miss Campbell spoke warmly of the years of service rendered by Mrs. Mast and expressed the

thanks of the Commission for her valuable services.

The meeting was adjourned at 4:00 o'clock.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION

JUNE 27, 1960

A meeting of the Montana State Library Extension Commission was held in Helena in the Office of the State Superintendent of Public Instruction on Monday afternoon, June 27, 1960, at 1:00 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance besides the Chairman were Miss Harriet E. Miller, Mrs. Helen Ewing and Dr. Amos R. Little, Jr. Mrs. J. W. Mast had reported that she was unable to attend.

The minutes of the meeting of April 10, 1960, were approved as distributed.

Since the meeting of April 10, Mrs. Mast learned that it was possible for her to accept reappointment to the Commission because her situation at home had changed.

The Secretary and Director of the Commission gave a progress report.

For the benefit of Mrs. Ewing, who was not present at the meeting on April 10, the biennial budget for 1961-63 was reviewed. After a brief discussion of the budget, it was moved that reconsideration be given to the salary for the Secretary. The motion was seconded and unanimously carried. At the meeting on April 10, a salary of $6600.00 a year, or an increase of $1200.00, was approved for the Secretary and Director for the biennium 1961-63. Dr. Little moved that the salary of the Secretary of the Commission, Mrs. Ruth O. Longworth, be increased $600.00 a year as of July 1, 1960, making a total annual salary of $7800.00. The motion was seconded by Mrs. Ewing and unanimously carried.

Further consideration was given to the biennial budget, and it was agreed by the Commission members that an additional $600.00 should be added to the salary of the Secretary and Director for the biennium 1961-63.

The Secretary and Director presented each member with a draft of a new law for the State Library Extension Commission. Mrs. Longworth explained

that before the meeting she had seen a member of the staff of the Attorney General's office regarding clarification of Section 44-130 of the present Commission law in accordance with a letter which she had received from the Attorney General some time ago after consulting him on this Section. The draft of the new law was discussed with a number of recommendations being made by members of the Commission. It was agreed that a new draft should be drawn up, with the help of an attorney, and presented at a later date to the Commission members.

Mrs. Longworth stated that a biennial report from the Commission to the Governor is due on January 1, 1951. She asked members of the Commission for suggestions and advice in the preperation of this Report. Mrs. Longworth had for examination reports from other state agencies. Members of the Commission suggested that Mrs. Longworth use her judgment in the preperation of the Report.

There being no further business to come before the Commission, the meeting was adjourned.

Respectfully submitted,

(Mrs.) Ruth O. Longworth
Secretary

MEETING OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION
December 9, 1960

A meeting of the Montana State Library Extension Commission was held in the Office of the Superintendent of Public Instruction on Friday evening, December 9, 1960, at 7:30 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Miss Harriet Miller, Mrs. J. B. Mast, Dr. Amos Little, Jr., and Mrs. Ruth Longworth, Secretary and Director of the Commission. Mrs. Helen Ewing was unable to attend.

The minutes of the meeting of June 27 were approved as distributed.

The Chairman suggested that, although the appointment of Barbara Houghton to the Commission staff had been approved in writing by the Commission members, this appointment be recorded in the minutes.

The Secretary reported that she had been requested by the Director of the Budget of the State of Montana to present the 1961-63 biennial budget for the Commission, which had been approved by members of the Commission on June 27, 1960, in very detailed form, with a statement justifying the budget request.

The Secretary presented for the approval of the Commission an amendment to the present Commission Law. Several changes were recommended in the amendment as presented, and it was moved by Dr. Little, and seconded by Mrs. Mast, that the amendment be approved with the changes as indicated. The motion was carried.

The Secretary of the Commission reported on the Conference of the Second Assembly of State Librarians held in Washington D. C. November 16 through 18 in connection with the Library Services Act.

The Secretary stated that because of the heavy burden of work which had fallen upon the Commission headquarters staff, she had not sent out her usual monthly report. She explained that a monthly report entailed a great deal of work and asked members of the Commission if the use of the report warranted the time necessary to prepare it. Members of the Commission agreed that the reports were of real value, especially to new Commission members, but that they now considered it unnecessary to report every month. It was suggested that perhaps a report every two or three months would be adequate unless there

were news of vital importance to Commission members, in which case a special circular could be prepared.

The Chairman informed the Commission that she had been appointed State Representative by the American Library Association for its Professional Librarians' Recruitment Program. She informed the Commission that a campaign would be undertaken throughout the State during the coming year with emphasis in the high schools, and that Mr. Dolf Jennings, Supervisor of Guidance Services in the Office of the Superintendent of Public Instruction, had offered his full support.

There being no further business, the meeting was adjourned at 10:30 p.m.

Ruth O. Longworth

Ruth O. Longworth
Secretary

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION
August 23, 1961

A meeting of the Montana State Library Commission was held in the Office of the Superintendent of Public Instruction, at 1:00 p.m., Wednesday, August 23rd.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Miss Harriet Miller and Mrs. Joe C. King. Mrs. Ewing and Mrs. Mast had sent word that they would be unable to attend.

The minutes of the meeting of December 5, 1960 were approved as distributed.

The Chairman welcomed Mrs. Joe C. King of Winnett, new member of the Commission, and expressed the pleasure of the Board in Mrs. King's appointment.

Miss Campbell reported that the 1961 Legislative Assembly had changed the name of the Commission to State Library Commission and the title of Secretary to that of Librarian, designating her as the executive officer of the Commission. Changed, too, was the provision for payment of the librarian and assistants, from the earlier specified actual expenses while traveling to per diem and mileage. This brings the Commission law into agreement with state law.

Miss Campbell announced that the Commission had received an increase of $8,231, bringing the budget up to $46,235 a year. She noted that while this was far short of needs and much less than the requested budget, it was encouraging to receive even this small amount from the past legislature.

The librarian was asked for a progress report and she discussed the five year report which had been distributed to each member of the Commission. July 1, 1961 ends the first five years of the Library Services Act and a summary of progress had been requested by the Library Services Branch in Washington D. C. She reported on recent field trips and told the Board that there was considerable interest in a new federation in the northeastern portion of the state, with Glasgow as the center. She discussed, too, the renewal of the Library Services Act for another five year period.

Miss Campbell gave an account of the success of the summer Workshop at the Montana State University, with Gretchen Schenk as director. Attendance was excellent and comments from all sides were enthusiastic.

The librarian reported on the material which had been distributed to the board: copies of applications for the Dorothy Canfield Fisher Award and copies of program suggestions to the Montana Federation of Women's Clubs on Education for Civic Responsibility. She explained that the program had come about through reading the excellent "Teachers Reference Guide to Montana History, Government, and Geography" which Miss Miller will publish this fall.

The librarian then reminded the Board that the Montana State Library Association would meet in Missoula, May 5-6, 1952 and that the program would be on "The Library in the Political Process." She asked that all Commission members circle that date and surely come. Discussion was general on ways and means to interest a great many of the men's organizations of the state in the improvement of libraries. The four strong women's organizations: American Association of University Women, Business and Professional Women, Montana Federation of Women's Clubs and the Home Demonstration Clubs had all done their best the past year, but many of the men's organizations were not yet involved. Recommended as good contacts were: The Montana Stock Growers Association; The Farm Bureau; Association of County Commissioners; The Municipal League; American Federation of Labor; as well as civic groups such as Kiwanis, Rotarians, Lions, Exchange Club, Civitans, Jay Cees and State Chamber of Commerce. It was recommended that the Cow Belles be approached in the near future.

There being no further business the meeting adjourned.

Ruth O. Longworth
Librarian

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION
November 20, 1961

A meeting of the Montana State Library Commission was held in the Office of the Superintendent of Public Instruction in Helena on Monday afternoon, November 20, 1961 at 1:00 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Mrs. Helen Ewing, Mrs. Joe King III, Mrs. J. B. Mast, and Miss Harriet Miller. Mrs. Ruth O. Longworth, Librarian of the Commission was also present.

The minutes of the meeting of August 23, 1961 were approved as distributed.

The first matter of business to come before the Commission was the promotion of Mrs. Barbara Houghton. Mrs. Longworth explained that Mrs. Houghton had come to the Commission in January 1961 as Administrative Assistant at a salary of $5300. She further explained that Mrs. Houghton had done outstandingly fine work in the past year and with her educational qualifications and experience she should be promoted as of January 1, 1962 to the position of Assistant Librarian at a salary of $6600 a year, which position formerly was held by Miss Rita McDonald. Mrs. Longworth stated that this annual salary had been provided in the budget for the biennium. Because of the resignation of Mrs. Peg Gadbow in November 1961, Mrs. Longworth recommended that Mrs. Catherine Maier be named Assistant in charge of Technical Processing and that her salary be raised from $2400 a year to $3000, beginning January 1, 1962. Mrs. Mast moved that these promotions be allowed; the motion was seconded by Mrs. Ewing and unanimously carried.

The meeting recessed at 1:30 PM so that the Commission members could meet with Governor Donald G. Nutter in his office. Governor Nutter had requested

this meeting because of letters which he had received from Sidney, Montana. These letters were prompted by a weeding project which Mrs. Longworth had carried out in the Sidney Public Library at the request of the Board of this Library. The letters indicated a lack of information on the part of the correspondents, naming Mrs. Longworth as an employee of the U. S. Office of Education and stating that she had removed and destroyed valuable books on her own authority. Mrs. Longworth gave a full report to the Governor concerning her visit to Sidney. She stated that she had made the visit at the invitation of the Board to advise them on weeding their library which she did, but informed the Board that the actual disposition of the books about which she was consulted remained the responsibility of the Library Board. The Governor asked a few questions of members of the Commission for clarification on the policy of the Commission and stated that with this information he would be able to answer intelligently the letters regarding the Sidney Library matter.

The Commission then resumed its meeting in the Office of the Superintendent of Public Instruction at 2:30 PM.

It was moved by Mrs. Mast, seconded by Mrs. King and unanimously carried that the Commission go on record as considering the criticism of Mrs. Longworth unmerited and that the Commission express its confidence in Mrs. Longworth for the work that she is doing toward library development in Montana, and for carefully carrying out the policies of the Commission; and that a copy of this action be transmitted to Governor Nutter.

Mrs. Longworth presented the monthly financial report and asked the members of the Commission if they would like a more detailed and explanatory report in the future. The members of the Commission were in agreement that a semi-annual report based on the report sent in to the Office of Education would be sufficient.

Copies of the statistical report for the state were presented. The Librarian discussed briefly the need for a book selection policy, staff manual and new by-laws for the Commission. She was asked to prepare such material and to

present it for the consideration of the Commission at its next meeting.

The Librarian reported on a meeting which she and Mrs. Houghton attended at Monticello, Illinois sponsored by the Graduate School of Library Science of the University of Illinois and the Library Services Branch of the U. S. Office of Education. The topic of the institute was called "The Impact of the LSA - Progress and Potential." Mrs. Longworth gave statistics showing considerable progress in library development in the nation and said that the institute was extremely valuable in that it was a time of taking stock. Emphasis was given to the development of the state library agency to a position of leadership in each state.

Mrs. Longworth discussed the survey of state libraries under the direction of Dr. Phillip Monypenny and said that she and Mrs. Houghton had been very busy indeed compiling a very detailed questionnaire. A summary of this questionnaire will be mailed to the Commission in the near future.

The Librarian reported that she attended a meeting of the Sagebrush Federation enroute home from Illinois. This meeting was devoted to a consideration of ways and means to continue library service on a self supporting basis. She found the local librarians sure of success in securing local support.

The question of legislation in the next Legislative Assembly was discussed and it was decided that the Commission was solely concerned at this time with securing an adequate state budget.

The program, "The Library in the Legislative Process" at MSLA in Missoula next May 4-5, 1962 was discussed and the Commission members approved the Librarian's suggestion that this be followed by area workshops on library legislation. Miss Miller recommended that members of the Commission and the Librarian make it a point to visit key legislators in the near future to ask their advice and if possible secure the assurance of their support for Commission needs. The Librarian was asked to prepare a tentative budget before the next meeting of the Commission.

Mrs. Longworth spoke briefly of the meeting of the School Library Committee the preceding Saturday. She said that the Committee was enthusiastic over the forthcoming Guide for School Libraries and that the members of the State Department of Public Instruction reported a gratifying increase in interest and a great deal of improvement in the school library program. Miss Miller corroborated this statement and said that while progress had been of necessity slow, certainly it had been significant and that they were all much aware of the improved "climate" for better school libraries.

The meeting was adjourned at 4:30 PM.

Ruth O. Longworth
Librarian

Minutes of the Montana State Library Commission

March 26, 1962

A meeting of the Montana State Library Commission was held in the office of the State Superintendent of Public Instruction in Helena on Monday afternoon, March 26, 1962 at 2:30 P.M.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Mrs. Helen Ewing, Mrs. Joe King, III and Miss Harriet Miller. Mrs. Longworth, Librarian of the Commission was also present.

The minutes of the meeting of November 20, 1961 were approved as distributed.

Miss Campbell called upon the Librarian for a report of activities since her last written report which covered a six month's period ending January 1st. Mrs. Longworth reported on the meeting with the fiscal officers of the Library Services Branch in Denver, January 25-26, 1962 and a meeting January 29 - February 1, 1962 at ALA Midwinter. She also reported on two meetings with the Northwest Federation of Libraries in Kalispell and two meetings in Miles City with the Sagebrush Federation of Libraries. This last Federation is making plans to become self-supporting as of July 1, 1962 and Mrs. Longworth stated that with the exception of Powder River County the picture looked good and that those in attendance felt confident that the Commissioners of each county would provide the necessary money.

Copies of Commission policy statements had been distributed earlier to each member of the Commission. Miss Campbell asked for discussion and possible corrections of these policies. The members expressed approval. It was moved by Miss Miller, seconded by Mrs. Ewing and unanimously carried that the policy statements be adopted. Miss Miller recommended that the policy statements be printed and this was approved by the members of the Commission.

Copies of suggested by-laws had also been distributed. It was moved by Mrs. Ewing and seconded by Mrs. King and unanimously carried that the by-laws be adopted to replace any and all previous by-laws.

Salary increases were discussed. It was moved by Mrs. Ewing, seconded by Harriet Miller and unanimously carried that the salary of the Librarian be increased by $600 as of July 1, 1962 making this salary $9,000.00 a year and that the salary of the Circulation Librarian be increased by $200 as of July 1, 1962 making that salary $5,500.00

The budget request for the Commission for the coming biennium was discussed and the amount necessary to carry on headquarters activity with the present amount of service. The Salary of the Librarian for the comming biennium was discussed and the recommendation was made that the salary be $9,000 for the first year of the next biennium and increased to $9,500.00 for the second year. Mrs. Longworth recommended that the Assistant Librarian's salary be increased from $6,600 to $7,000 for each year of the biennium. It was moved by Mrs. King, seconded by Miss Miller and unanimously carried that these salary items be included. The total budget request to the 1961 Legislative Assembly was $88,900. It was moved by Miss Miller, seconded by Mrs. King and unanimously carried that this amount be the total amount requested for each year of the forthcoming biennium. Mrs. Longworth was requested to assemble a budget not to exceed this amount.

Mrs. Longworth requested that Mrs. Vinal's title, Circulation Librarian, be changed to Readers Services Librarian. Mrs. King so moved. Mrs. Ewing seconded the motion and it was unanimously carried.

Mrs. Longworth extended a cordial and urgent invitation to attend the Montana State Library Association conference in Missoula, May 4-6, 1962. She reminded the members of the Commission that the topic was the Library in the Legislative Process and besides other good speakers we would have the good fortune to hear Miss Miller speak Saturday at the noon luncheon.

Mrs. Longworth gave a brief report on National Library Week activities with a special commendation for Mrs. King and her work with the Cowbelles. The state committee under the direction of Bill Baillie has been exceedingly active and state wide activities for the Week will be assured.

There being no further business Miss Campbell declared the meeting adjourned.

Mrs. Ruth O. Longworth,
Secretary

Minutes of the Meeting of the Montana State Library Commission

August 9, 1962

A meeting of the Montana State Library Commission was held at State Library headquarters in Missoula on Thursday afternoon, August 9, 1962, at 1:00 P.M.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Mrs. Joe C. King III, Mrs. J. B. Mast, Miss Harriet Miller and Mrs. Walter Houchen. This was Mrs. Houchen's introduction to the Board and her first meeting as its newly appointed member. Mrs. Longworth, Librarian of the Commission, was also present.

The minutes of the meeting of March 26, 1962 were approved as distributed.

Mrs. Mast asked if the budget request could be adjusted to include five NEWSWEEK Talking Books for the Blind to be placed strategically throughout the state. Other publications are available but not NEWSWEEK which she says is in great demand. Miss Miller agreed to get further information in Helena and Mrs. Longworth said that she would also look into the matter.

Miss Campbell called upon the Librarian for a report of activities. Mrs. Longworth reported that the State Library had circulated 33,790 books; 23 exhibits; had added 5,797 books to the collection and had a total of 51,052 books in the collection. The Sagebrush Federation has circulated 232,567 books to 36,497 people and Great Falls Federation circulated 531,241 books to 81,071 people.

The staff had made 112 consultative visits to librarians during the year. 62 such visits with individuals other than librarians. 83 visits with groups where the staff took part in the program and 11 meetings with the federations in Kalispell, Great Falls, and Miles City. Six workshops were held during the year and the staff traveled approximately 18,000 miles in the state.

Mrs. Longworth attended the following out-of-state meetings: Pacific Northwest Library Association in Eugene, Oregon; Allerton Park, Illinois (accompanied by Mrs. Houghton); a meeting of the fiscal officers of the Library Services Branch; American Library Association midwinter in Chicago and national meeting in Miami; Western States Library conference at Olympia, Washington and a meeting with the Commissioner of Education in Washington D. C., at which she was invited to serve as a Consultant to the Commissioner.

Besides the monthly publication of the NEWSLETTER and the quarterly MONTANA LIBRARIES, the following publications were prepared: Montana Library Directory; corrected Montana Library Laws; Books About Montana and the West; Program Planning Workshop brochure; State Library Commission Policy Statement; brochure on State Library service; course of study on Education for Civic Responsibility and a report, Five Years Under the Library Services Act.

Mrs. Longworth reported that Kari Cole had left her position because of pregnancy and that Catherine Maier had terminated her employment to accompany her husband to his new position as teacher in the Cut Bank High School. Mrs. Roxane Green and Mrs. Pat Flasenhar replaced these two people. Terry Murrary is new on the staff assisting Tom Petroff as mailing clerk and page.

She reported that the Sagebrush Federation was now operating on a self-supporting basis and that the demonstration should surely be considered a success. She announced that there would be a meeting in the near future of the Montana Library Association, Library Development Committee, which is composed of most of the librarians of the larger libraries in the state and that recommendations for future library development would be made by this Committee.

Mrs. Longworth reported that Margaret Warden, Chairman of the Legislative Committee, had visited every county in the state and was immensely successful in securing good members for her committee in every area. Mrs. Warden has had the promise of support from Sumner Gerard of Ennis who has promised to discuss the budget request of the Commission with the Governor.

Mrs. Longworth told the members of the Commission that Montana along with Wyoming and Idaho would be hosts for the Western States Library Conference the latter part of May 1963. Dr. Phillip Monypenny will be on the program and will have a most informative report on his survey of state agencies. All of the Commission members are invited to attend. It was announced that the Montana Library Association would meet in Great Falls the second weekend in May 1963.

Mrs. Longworth said that Mr. Randall Swanberg, Attorney in Great Falls and past member of the Great Falls Public Library Board, had accepted the appointment of Chairman for National Library Week in Montana 1962-63.

Miss Campbell mentioned the meeting of the Pacific Northwest Library Association conference, Aug. 22-25, 1962 in Vancouver, B. C., which she and Mrs. Longworth will attend.

The balance of the afternoon was spent discussing the proposed biennial budget. Mrs. Longworth reported that the Budget Analyst from the Office of the Director of the Budget had conferred with her regarding the budget the day preceding the Commission meeting. This visit was made at the request of Mrs. Longworth. The Analyst recommended that the biennial budget request be cut from $88,900 each year of the biennium to $50,000 each year. After discussion of the matter, it was the consensus of the Commission that in order that the federal funds be available for use in library development throughout the state, the request remain at $88,900 each year of the next biennium, since that figure is the amount needed to operate headquarters at its present level of service.

Before adjournment Mrs. Houchen asked if the Commission members could meet on a Friday evening. This was agreeable to all of the members and the next meeting was set tentatively for the middle of November. Mrs. King recommended that one of the meetings be held in either Miles City, Great Falls or Kalispell so that the Commission members could see a federation in action.

After adjournment of the meeting the members of the Commission were given a tour of the library and work in each department was explained.

Minutes of the Meeting of the Montana State Library Commission

Northern Hotel, Billings, March 19, 1963

A meeting of the Montana State Library Commission was held in the Northern Hotel in Billings on Tuesday afternoon, March 19, 1963 at 1:00 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Mrs. Joe King III, Mrs. Walter Houchen, Mrs. J. B. Mast and Miss Harriet Miller. Mrs. Longworth, Librarian of the Commission, was also present. Mr. R. H. Gilluly, a staff member of the Billings Gazette, had requested premission to attend and was present for the full meeting.

The minutes of the meeting of August 9, 1962 were approved as distributed .

Miss Campbell called upon the Librarian for her report. Copies of the agenda and a budget report were distributed to the members of the Commission. The Librarian reported as follows:

The Legislature appropriated $52,994 for each year of the 1963-65 biennium, in accordance with the recommendation of the Director of the Budget. The Librarian stated that she had met briefly with the members of the Appropriation Committee to request clarification of a phrase in the original bill which limited capitol outlay to $36,500, for both state and federal budget expenditure. In the final bill the phrase "from the general fund" was added.

The Legislature passed House Bill 367 an amendment to Section 44-213, Revised Codes of Montana, 1947, which provides that the State Board of Education may contract with the city or county government of any city or county in which a unit of the University of Montana is located for the establishment of joint library facilities. Discussion which resulted from

questions by Mr. Gilluly later in the meeting pointed up the fact that public and university libraries serve different functions and that while cooperation may be possible in certain areas, the consensus was that a single joint operation was not feasible.

The budget balance, both state and federal as of March 1 was $58,716.64. Mrs. Longworth explained that another bookmobile was to be ordered from this amount and that bills of over $10,000 for books were outstanding.

At headquarters since July 1, 1962, 6,024 requests for assistance have been received; 28,745 books have been circulated; 694 inter-library loans negotiated; 11 exhibits sent out; 277 blind readers served with the Readers Digest Talking Books for the Blind; 5,275 books processed making a total of 56,073 books in the collection. No totals were reported on releases and mailings which continue to be sent in large quantities; publishings includes the Biennial Report and flyers that were prepared for each of the three federations.

Mrs. Longworth reported on a recent field trip which kept her on the road for ten days and covered approximately 1,500 miles. Eighteen libraries were visited on this trip, which was occasioned by requests for visits from Wolf Point and Forsyth. Mrs. Houchen expressed concern because the Sidney Library Board was not visited. Mrs. Longworth explained that time was short between the two visits which had been scheduled through invitation from Boards of Commissioners in Roosevelt and Rosebud Counties. Mrs. Houchen invited Mrs. Longworth to visit Sidney to take part in a program with the Home Demonstration Council on April 25th, 1963.

Mrs. Longworth reported briefly on the Chicago A.L.A. Midwinter meeting, The highlight of that conference was the news that libraries were included in many parts of President Kennedy's proposed education bill. Proposed too is a revision of the Library Services Act, increasing the

amount and removing the present population limitation of 10,000 people, thus making it possible to assist metropolitan libraries. The Librarian said that frugal and wise spending under the present Library Services Act made this portion of the bill extremely popular and that the bill had the full support of both political parties.

The national A.L.A. conference will be held in Chicago, July 16-22 and will be chiefly concerned with a study of the library needs of students.

Brief reports were made on the forthcoming meeting of the Montana Library Association, in Great Falls, May 10-12 and the Western States Conference in Sun Valley, May 27 and 28. Mention was made of the Pacific Northwest Library Association meeting in Yakima, August 28-30, when that Association will organize a Trustees Division. Commission members were invited to attend.

National Library Week plans are progressing most satisfactorily in the state. Mrs. Longworth told the Commission members that they would receive invitations to attend meetings in Miles City and in Glendive.

Mr. Gilluly asked for clarification of the Commission's duties and responsibilities. Mrs. King pointed out that the Commission is entirely advisory and does not have (nor seek) local authority. Miss Campbell emphasized the fact that visits are made to local areas only upon invitation.

The Commission adjourned to visit the newly established Evergreen Branch of the Parmly Billings Memorial Library. Miss Ann Whitmack, Librarian and Mrs. Myrtle Cooper, Assistant Librarian gave the Commission members a conducted tour and provided delicious refreshments at the end of the visit.

Minutes of the Meeting of the Montana State Library Commission

Great Falls Public Library Annex, August 16, 1963

A meeting of the Montana State Library Commission was held in the Great Falls Public Library Annex on Friday afternoon, August 16, 1963 at 1:00 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Harriet Miller, Mrs. Joe King III, and Mr. William Baillie. This was Mr. Baillie's first meeting with members of the Board. He was appointed for a three year term in May 1963. Mrs. Alma Jacobs, Librarian of the Great Falls Public Library attended the full session. Mrs. Longworth, Librarian of the Commission was also present.

The minutes of the meeting of March 19, 1963 were approved as distributed.

Miss Campbell called upon the Librarian for her report. Copies of the financial report for the past year, the state budget appropriation, the semi-annual narrative report of Headquarters activities and photocopies of the request for federal funds which had been sent to the Library Services Branch, were distributed. Mr. Baillie asked for some clarification on the amount of the state appropriation. He asked how the amount of $52,994 was determined. Mrs. Longworth explained that the Budget Director said that this amount was all that was available this year and recommended that since federal funds were received by this agency, they be used to underwrite costs for Headquarters operation, until such time as the state is able to assume these costs.

The Librarian then asked for some study and recommendations for changes in the Commission manual which she had compiled. Many good suggestions were forthcoming. The changes will be incorporated and copies sent to the members of the Commission before the proof is sent to the printers.

Miss Campbell asked for a report on the Chicago ALA conference. Mrs. Longworth discussed briefly the pre-conference of the American Association of State Libraries,

where the standards for library services for the state were presented, amended and later adopted. Printed copies of these excellent standards will be available in the near future. Mrs. Longworth pointed out that much that is recommended in the standards (service to other departments of government) was, of course, not possible because the Headquarters office is not located in the state capitol. She reported that Mr. Carbis of Carbis Realty Company in Helena had told her that he knew of a group of men who would build a suitable building for the Commission to rent. Mr. Baillie recommended that Mrs. Longworth consult with Mr. Carbis to determine if adequate quarters could be secured in this manner. She is to make no commitments but is to bring information to the Board in the near future. The Board was in full agreement with Mr. Baillie's recommendation.

Pending federal legislation concerning libraries was discussed. Mrs. Jacobs reported that an item in the Great Falls Tribune had announced that the academic facilities Bill had cleared the House on August 15th and was now waiting Senate action.

Mrs. Longworth reported briefly on the successful Montana Library Association Conference last May in Great Falls. She said the forthcoming annual meeting would be in Billings May 1-2. Miss Campbell suggested that a Commission meeting be scheduled for the Thursday preceding so that all members of the Board could attend the full conference. Mrs. Longworth said that the program would be patterned after the ALA in Chicago "Conference Within a Conference" which so successfully considered all types of libraries and their responsibilities to fill the ever increasing needs of students.

The Librarian reported that she had had an opportunity in Chicago to visit with Dr. Wezeman, Associate Professor, University of Minnesota Library School, who is doing a survey of the Billings Public Library. She said that his report on the feasibility of a combined college and public library for Billings is now on her desk, with

permission to reproduce in Montana Libraries as soon as the local joint committee in Billings has had time to act upon it.

Mrs. King was asked to discuss the Western States Libraries' Conference in Sun Valley, May 27-28. Chief value from a trustee's point of view, she felt, was the opportunity to hear of library activities in the other states and to learn how problems comparable to those in Montana are resolved. The consensus of those attending was that this meeting was most valuable.

Mrs. Longworth asked Mr. Baillie, who is personally acquainted with Mr. Upshaw, Chairman of the Centennial Board, if he would talk to Mr. Upshaw about space in the Centennial train for a display on libraries. Miss Miller recommended that Mr. Howard Kelsey of Bozeman be approached since it was her understanding that Mr. Kelsey had this responsibility. Mr. Boillie agreed to mention the matter to Mr. Upshaw also. The State Agency will provide Centennial Summer Reading Program material for all the public libraries in the state.

After an invitation to the Board to attend the Pacific Northwest Library Association conference in Washington, August 27-30 and a brief discussion of National Library Week, the business meeting was adjourned and Mrs. Longworth introduced Mrs. Jacobs. The purpose of meeting in Great Falls was to give the Board a firsthand account of the Great Falls Federation. Mrs. Jacobs did a splendid job in her presentation, concluding with the showing of the film on extended library service which was prepared by the Washington State Library, entitled "Yours for the Asking."

Minutes of the Meeting of the Montana State Library Commission

Helena, January 21, 1964

A meeting of the State Library Commission was held in Helena in the office of the State Superintendent of Public Instruction, on Tuesday afternoon January 21, 1964, at 1:00 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were: Mr. William L. Baillie, Mrs. Walter Houchen, Miss Harriet Miller, Mrs. A. O. Pemberton, and the Librarian, Mrs. Ruth O. Longworth.

The minutes of the meeting of August 16, 1963, were approved as distributed.

The Librarian reported on Headquarters activities, including expenditures, circulation, book processing, publishing and field trips. Members of the Commission agreed that the Headquarters staff should be commended for their accomplishments.

The next matter to come before the meeting was that of the budget. Before taking up the Biennial budget for 1965-1967, the Librarian recommended two increases in salaries for the year 1964-1965. Namely, Mrs. Barbara Houghton from $7,000 to $7,200 and Mrs. Florena Vinal from $6,000 to $6,200. It was moved by Mrs. Pemberton, seconded by Miss Miller, and unanimously carried that these recommendations be approved.

The Chairman reported that Mrs. Margaret Warden, Legislative Chairman for the Montana Library Association had requested a budget for the Montana State Library Commission for the coming Biennium in order that she might plan her campaign for support. The Chairman also reported that she had asked the Librarian to prepare copies of the budgets for the past two bienniums for the information of Commission members.

After discussion of the budgets, it was moved by Mr. Baillie, seconded by Mrs. Pemberton and carried that the budget for the State Library Commission be $125,000 a year for each year of the biennium. This amount will provide for doubling the present book budget of $16,000 and additional funds to pay increased rent for larger quarters in Helena if possible. Mrs. Longworth reported that two firms were interested in building and renting to the Commission.

The Chairman pointed out that the salary of the Librarian should be increased to meet the salaries paid to other State Librarians within the western area. It was moved by Mrs. Pemberton, seconded by Mrs. Houchen and unanimously carried that the salary of the Librarian be placed at $10,000 a year for each year of the 1965-1967 Biennium.

The Librarian discussed briefly, Standards for Library Functions at the State Level, published by the American Library Association, copies of which had been sent to members of the Commission prior to the meeting on January 21st. She also spoke briefly on the Public library self-survey recently conducted in Montana. She stated that all but six libraries had replied to the questionnaire and that the greatest need indicated in the survey was for library policy objectives and improved trustee participation.

The Librarian informed the Commission that the Higher Education Facilities Act of 1963 had passed both the House and the Senate and that the Library Services and Construction Act was likewise sure to pass.

The Librarian informed the Commission that a brochure was being prepared for National Library Week giving the library picture in Montana. She stated that she had asked the Montana Power Company to sponsor this brochure but that they had not wished to do so. In the discussion that followed, the recommendation was made that one or more other companies might be willing to sponsor the brochure such as Gamers, Eddy's Bakery, the Stock Growers Association, and the A.F.L.-C.I.O., the Jaycees, and others.

The Librarian informed the Commission that the Montana Library Association will meet on May 1 and 2nd in Billings and that Mr. Baillie will be banquet speaker.

There being no further business, the meeting was adjourned at 4:00 p.m.

Mrs. Ruth O. Longworth,
Secretary

Addenda.

Since the meeting of the Commission, the Congress has passed the amended Library Services and Construction Act. The new bill removes the limitation of 10,000 population and increases the amount available from $7 million for the nation to $25 million. The appropriation committee decides each year on actual amount to be appropriated. Annual authorization of matching grants for public library construction provides $20 million. Full information on the regulations and the amount available for Montana will be sent when received from the Library Services Branch.

Minutes of the Meeting of the Montana State Library Commission

Helena, August 12, 1964

A meeting of the Montana State Library Commission was held in Helena on August 12, 1964 at 1:00 p.m. in the Conference room in the Montana Unemployment Compensation building.

The meeting was called to order by the Chairman, Miss Kathleen Campbell. Those in attendance in addition to the Chairman were: Mr. William L. Baillie, Mrs. A. O. Pemberton, Mrs. Walter Houchen and the Librarian, Mrs. Ruth O. Longworth. Miss Harriet Miller was unable to attend because of a conflicting board meeting. Miss Ruth Warncke, Associate Professor of Library Science at Western Reserve University, also was present.

The minutes of the meeting of April 17, 1964 were approved as distributed.

The Chairman introduced Miss Warncke who had come to Montana at the invitation of the Commission to assist the Montana Library Association in preparing a plan for library development of all types of libraries in Montana. Miss Warncke discussed the purpose of the plan and outlined the necessary approach. She emphasized the importance of cooperation among libraries and pointed up the need of implementation.

Mr. Baillie moved that the Commission accept and approve the plan of library development in Montana as presented. The motion was seconded by Mrs. Pemberton and carried unanimously.

The Librarian discussed her financial report for 1963-1964, copies of which had been sent to the Commission prior to the meeting.

The next matter of business to come before the Commission was the pending move of the Commission headquarters to Helena. Mr. Walter Anderson, State Controller and

Mr. Richard Morris, State Budget Director, were invited by the Commission to meet with them to discuss this matter, since the Commission had been informed by Mr. Anderson and Mr. Morris that such a move was not approved. Both officials expressed the opinion that a decision on the move to Helena rested with the Legislature. Mr. Baillie quoted the law (82-3308) and interpreted it as meaning that the State Controller did have authority to approve the move. Mr. Anderson stated that he did not have such authority. Mr. Baillie recommended that the Commission secure an opinion from the Attorney General and asked Mr. Anderson if this met with his approval. Mr. Anderson stated that he concurred in this action and that if the Attorney General ruled in the affirmative the matter was out of his hands and that he would agree to the move.

Mr. Anderson then left the meeting. Mr. Baillie agreed to contact the Attorney General.

Mr. Morris remained to discuss the 1965-67 biennial budget of the Commission. Mr. Morris stated that the request of $125,000 of state money per year would be cut in the budget of the Budget Director and recommended a compromise budget. After a lengthy discussion, Mr. Morris agreed to include a request for $78,000 a year, state money, and asked that $4,000 be cut from the book budget in the proposed original budget, making a total budget for headquarters operation of $121,000, state and federal funds, instead of $125,000. After Mr. Morris's departure from the meeting, Mr. Baillie moved that the Commission reduce the budget $4,000 for books and present a substitute budget through the budget director requesting a minimum of $78,000, state funds for each year of the biennium. The motion was seconded by Mrs. Pemberton and carried unanimously.

The Librarian discussed Montana's plans for the Library Services and Construction Act, copies of which had been sent to the Commission prior to meeting. She stated that preliminary requests had been received from Miles City, Glasgow and Sidney and that each area had the assurance of matching funds for building purposes. She explained

that the appropriation has not yet been made by Congress and that regulations for Title II (construction) have not yet been stated in final form. She asked that consideration be given to Miles City since that library fully qualifies in all of the priorities that have been set up for Montana. This library has had a successful bond issue in the hope of participating in L.S.C.A. Title II and would welcome assurance that the Commission would give them consideration. Mrs. Pemberton moved with great pleasure that the Commission take affirmative action on the request for consideration for the Miles City Carnegie Library for a grant of $50,000 from the Library Services and Construction Act. The motion was seconded by Mrs. Houchen and carried unanimously.

The Librarian stated that copies of the regulations, the applications and Montana's plan for Title II, would be given wide circulation to every library in the state, when the regulations are received and when the appropriation is made.

The meeting was adjourned at 5:20 p.m.

Minutes of the Meeting of the Montana State Library Commission

Helena, December 4, 1964

A meeting of the Montana State Library Commission was held in Helena on December 4, 1964, at 9:30 p.m. in Miss Harriet Miller's office.

The meeting was called to order by the Chairman, Miss Kathleen Campbell. Those in attendance in addition to the Chairman were: Mr. William L. Baillie, Miss Harriet Miller, Mrs. A. O. Pemberton and the Librarian, Mrs. Ruth O. Longworth.

The minutes of the meeting of August 12, 1964 were approved as distributed.

The Chairman and members of the Commission reviewed the correspondence received from Mr. Walter Anderson, State Controller, concerning the move of the State Library Commission to Helena to quarters owned by Mr. Albert P. Lundborg. On September 10, 1964, Mr. Anderson wrote: "The recent letter of the Attorney General clears the way for you to make the contemplated move of your department to Helena. It might be well to forward your contract to this office for review and we will submit it to the Attorney General's Office for his approval."

The lease was prepared and was approved by the Attorney General's office.

On September 28, 1964, Mr. Frank Francis, Assistant State Controller, wrote on behalf of Mr. Walter Anderson stating, "This lease is not being approved by the Department of Administration at this time."

Mrs. Longworth was asked to write to Mr. Lundborg, acquainting him with the decision of the Department of Administration.

Mr. Baillie called Mr. Morris, Budget Director, to confirm the budget request of $78,000 a year, state money, which Mr. Morris had agreed upon when he met with the Commission on August 12, 1964. Mr. Baillie reported that Mr. Morris stated that he had cut the amount to $54,000 a year and that the Governor's request to the Legislature for this amount for Commission operation was now at the printers.

Mrs. Longworth reported upon Title II of the Library Services and Construction Act. Requests for matching funds for building have been received from Miles City, Glasgow and Sidney. Mrs. Longworth reported that the Miles City construction plans had been approved by the consulting architects who have been retained by the Commission. Mrs. Pemberton moved that the plan for the Carnegie Public Library of Miles City be approved and that Mrs. Longworth present this library's request for $61,116.00 to the Library Services Branch. The motion was seconded by Miss Miller and carried unanimously. Mrs. Longworth was instructed to give this first project wide publicity in the state.

Mrs. Longworth reported briefly on library legislation that would be presented by the Montana Library Association: a uniform law for both city and county libraries and a law providing for inter-state compacts between libraries. The Attorney General's office is in the process of drafting this legislation. She assured the Commission that copies of the proposed legislation would be distributed when available.

The Librarian reported on progress in library development in the state. A demonstration is in effect in Sanders County, extending the services of the Northwest Montana Federation of Libraries; a bookmobile has been ordered for The Big Sky Federation, with Helena as the Center. Broadwater and Madison Counties have agreed to take part in the demonstration. Plans for the future include Lewis and Clark, Jefferson and Beaverhead Counties. There is evidence of interest in Billings in becoming a Center for a five county federation in that area.

The meeting of the National Library Week Committee was discussed. Eighteen members of the 42 member committee attended. Mr. George N. Lund, State Chairman for 1965, will give excellent leadership to a Committee which is representative of all interest groups in the state. The focus this year will be on the interpretation of Montana's plan for development of all types of libraries.

Mrs. Longworth called attention to the Congressional Luncheon, to be held in Washington D. C. on January 28, 1965 at the Regency Room of the Shoreham Hotel. Miss Campbell, Mrs. Pemberton, Mrs. Alma Jacobs and Mrs. Longworth will attend from Montana. Acceptances have been received from a majority of the Montana Delegation and their wives.

The Commission requested that Mrs. Longworth plan to be in Helena as much as possible during the forthcoming session of the Legislature.

The meeting was adjourned at 12:00 noon. A tentative date was set for the next meeting, early in February, 1965.

Ruth O. Longworth,
Librarian

Minutes of the Meeting of the Montana State Library Commission

Great Falls, March 12, 1965

A meeting of the Montana State Library Commission was held in Great Falls on March 12, 1964 at 1:00 p.m. in the Rainbow Hotel.

The meeting was called to order by the Chairman, Miss Kathleen Campbell. Those in attendance in addition to the Chairman were: Mr. William L. Baillie, Mrs. Walter Houchen, Miss Harriet Miller and Mrs. A. O. Pemberton and the Librarian, Mrs. Ruth O. Longworth.

The minutes of the meeting of December 4, 1964 were approved as distributed.

The Chairman asked the Librarian to report on any action of the 1965 Legislature that was of concern to the Commission. The Librarian stated that the budget for the Commission had been increased to $75,000.00 a year, a $22,006.00 increase over the present yearly budget and a $22,000.00 increase over the budget request of the Governor. She reported that House Bill 159 which more fully defines the powers of the Montana State Library Commission had passed the House and Senate and had been signed by the Governor.

The Librarian was requested to prepare samples of a new letterhead for Headquarters to send to the Commission for their consideration. She was also asked to investigate the possibility of office space in Helena and report to the Commission.

The Librarian reported on Title II of the Library Services and Construction Act. She stated that Miles City has received its first payment and that the architect in Glasgow is working on the completion and building plans, in cooperation with Page and Werner, the architects who represent the Commission. She presented a request from the Sidney Library Board and informed the Commission that the preliminary plans had been approved. It was moved by Mrs. Houchen that the Commission approve the Sidney request. The motion was seconded by Miss Miller and carried

unanimously.

Mrs. Longworth reported that a tentative request for funds for a building had been received from the Great Falls Public Library, depending upon the success of the forthcoming bond issue election on April 5, 1965. It was moved by Mr. Baillie, seconded by Mrs. Houchen, that the Montana State Library Commission give first priority to Great Falls in the amount of approximately $200,000.00 from funds available or to be available to the State Library Commission, for the constructing and equipping of a new public library; provided that local funds will be forthcoming either through a bond issue or otherwise, and that if additional funds are available to the Commission, these funds likewise be considered for the Great Falls Public Library. The motion was carried unanimously.

Mrs. Pemberton moved that the vote by mail on the appointment of Mrs. Mabel Brewer to the position of Assistant Librarian at a salary of $8,000.00 per year, as of July 1, 1965, and the appointment of Mrs. Margaret Camm to the position of Consultant at $7,500.00 be recorded in the minutes. The motion was seconded and carried unanimously.

Miss Campbell asked Mrs. Pemberton to take the chair so that she might speak to the point of the Librarian's salary. She moved that the salary of the Librarian be increased on July 1, 1965 to $9,500.00 per year, the amount set by the legislature as the maximum for this position. The motion was seconded and carried unanimously.

The Librarian recommended that as of July 1, 1965, the salary of Mrs. Houghton be increased to $7,600.00 and that of Mrs. Florena Vinal to $7,000.00. Mrs. Houchen moved that these increases be allowed. The motion was seconded by Mrs. Pemberton and carried unanimously.

It was moved by Mrs. Houchen, seconded by Mrs. Pemberton, that the Librarian of the State Library Commission prepare a proposed schedule of position and salary for staff members of the Commission headquarters to be presented to Commission members

for approval at its next meeting. The motion was carried unanimously.

The Librarian asked the Commission for approval of a scholarship program for Montana. She discussed the need for trained personnel in the state and recommended that an item be included in the Plan under the Library Services Act for fiscal 1966 for this purpose.

It was moved by Mr. Baillie, seconded by Mrs. Houchen, that the scholarship program as recommended by the Librarian of the State Library Commission be approved in the amount of $20,000.00 and that this program be publicized throughout the State of Montana. The motion was carried unanimously.

Mrs. Longworth reported on the meeting of March 12th, in Helena, when 52 people from the five counties which will comprise the Big Sky Federation, met to make plans for the new services. She stated that three counties were assured of approval on the part of the Boards of Commissioners. Lewis and Clark and Jefferson County residents expressed hope that approval in their counties would be received in the near future.

The program for the yearly conference of the Montana Library Association was discussed. The Librarian stated that the Plan for the Development of Library Service in Montana which will be the basis for the program is now in the hands of the printer and copies will be mailed to the Commission very soon.

The Librarian reported that Agreements on Compliance with the Civil Rights Act received from the Commissioner of Education had been mailed to each library.

Miss Campbell appointed Mr. William L. Baillie as a committee of one to look further into the possibility of a future move to Helena.

Mrs. Longworth gave the members of the Commission the new Happiness brochure and said orders were coming in in vast quantities. National Library Week will be observed in every corner of the state.

The meeting adjourned at 4:00 p.m.

2 Enclosures

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, August 6, 1965

A meeting of the Montana State Library Commission was held in Helena on August 6, 1965, at 10:00 a.m. in the Governor's Conference Room.

The meeting was called to order by the Chairman, Miss Kathleen Campbell. Governor Tim Babcock, and his aide, Mr. James Patten, were present during the early part of the meeting. Those in attendonce in addition to the Chairman were: Mr. William L. Baillie, Mrs. Walter Houchen, Miss Harriet Miller, Mrs. A. O. Pemberton and the Librarian, Mrs. Ruth Longworth.

The minutes of the March 12, 1965 meeting were approved as distributed.

The Chairman invited Governor Babcock to discuss any matters which he wished to bring to the attention of the Commission. He stated that his principal interest in meeting with the Board was to consider the question of housing for the State Library Commission Headquarters. He asked that Mr. Baillie, who had been appointed a committee of one to investigate this matter, give a report on his findings. Mr. Baillie said that the Commission was presently housed in an inadequate and dilapidated building. He stated that the present quarters had large holes in the floor and numerous leaks in the roof. He said that, furthermore, the library should be in Helena and that, in this location, valuable services could be rendered to other state offices. Other members of the Commission corroborated Mr. Baillie's statements. Miss Campbell pointed out that Montana was the only state in the Union with its State Library located outside of the Capitol.

The Governor said that if the situation exists as it had been reported by the members of the Commission then the Library should have been moved five years ago. He said that he would include space for the Library in his long-range building program. He then said that at present he had no recommendations to make and that the matter now rests with the Commission. The Governor excused himself and was thanked by the Chairman for coming.

Mrs. Houchen moved that we check with Washington D. C. to see what might be done with Library Services and Construction Act funds to secure a new building for the State Library and that the Commission also look into rented space. The motion was seconded by Mrs. Pemberton and carried unanimously.

Miss Campbell asked for nominations for Chairman. Mrs. Pemberton nominated Miss Campbell to serve until January 1st, at which time she will terminate her employment as Librarian of the University of Montana Library. The Commission cast a unanimous ballot in favor of the nomination.

Miss Campbell recommended that there be elected a Vice-Chairman and Chairman Elect who would take office as of January 1, 1966. Mrs. Pemberton nominated Mr. Baillie and the Commission cast a unanimous ballot for Mr. Baillie.

The Chairman asked the Librarian to bring before the Commission recommendations for the scholarship awards. Mrs. Longworth presented recommendations for the applicants for scholarships. The Commission voted in favor of the three applicants, Mrs. Thyra Clay, Mr. Harvey C. Palmer and Miss Marian Anhalt. The contract as prepared by the Librarian was discussed. Miss Miller moved that Mr. Baillie be authorized to make the necessary changes within the contract to make it binding to the recipient and that the contract form be approved with the changes as made. The motion was seconded by Mrs. Houchen and carried unanimously. Miss Miller recommended that the Librarian investigate the possibilities of paying the $5,000.00 for each recipient to the Business Manager of the library school where the applicant is enrolled and arrange for the applicant to draw funds as needed.

The Librarian reported on the Library Services and Construction Act. Under Title II, Miles City, Glasgow and Sidney will complete construction by early fall. Great Falls received the balance of money available in the amount of $63,530.00. The application for the amount available for fiscal 1966 for this library is in process.

The Librarian reported that the bookmobile in the Big Sky Federation, with Helena as its center, is now giving service and is very well received. She stated that Billings has appointed Miss Shirley Hake as Librarian to replace Miss Whitmack who is resigning as of September 30, 1965.

Mrs. Longworth presented a proposed salary schedule for the professional staff and was advised by the Commission to revise the amounts upwards and to include qualifications and experience required for each position.

The Librarian reported that the services of Mr. Robert Franklin, with the assistance of Mr. Stan Legowick and Colonel Armstrong, had been engaged to prepare a film which will tell the story of library development in Montana.

She also announced that Mr. Howard C. Porter, President of the Billings Business College, would be the Chairman for National Library Week in Montana. Mr. Franklin will work closely with Mr. Porter in a state-wide program of good public relations. Mr. Stan Lynde, author of the comic strip Rick OShay, has agreed to assist in the NLW program.

The meeting adjourned at 12:30 p.m.

MONTANA STATE LIBRARY
930 EAST LYNDALE AVENUE HELENA, MONTANA 59601 RUTH O. LONGWORTH, LIBRARIAN

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, December 15, 1965

A meeting of the Montana State Library Commission was held in the State Library in Helena on Wednesday, December 15, 1965, at 1:00 p.m.

The meeting was called to order by the Chairman, Kathleen Campbell. Present besides the Chairman were Mrs. Pemberton, Mr. Baillie and Miss Miller. Mrs. Longworth, the Librarian was also present.

The minutes of the meeting of August 6, 1965 were approved as distributed.

The first matter of business to come before the meeting was the recommendation that the statement of Policy of the State Library Commission be reviewed, and that the Librarian make necessary changes or revisions in accordance with the discussion that took place in the Trustees Division meeting at the joint conference of the Pacific Northwest Library Association and the Mountain Plains Library Association held in Denver in September 1965. The recommendation was made further that the Librarian present the amended Statement of Policy to the Commission for discussion and approval at an early meeting.

The matter of insurance was discussed, and the recommendation was made that the State Librarian investigate to see whether or not the State carried for the State Library, public liability, insurance for members of the State Library Staff both in the Library headquarters and in motor vehicles, and for members of the Commission traveling to and from Commission meetings. She was asked to determine the amount of coverage of fire insurance.

The name of Mrs. Mabel Brewer, a member of the staff of the State Library, was presented to the Commission for consideration for a scholarship. Mrs. Longworth presented Mrs. Brewer's qualifications and stated that since four schalarships were allowed for the year 1965-66, and since only three were approved, the fourth scholarship could be awarded to Mrs. Brewer.

After some discussion, Mrs. Pemberton moved, seconded by Mr. Baillie and unanimously carried, that the scholarship be allowed.

Mrs. Longworth reported on the move of the State Library from Missoula to Helena, and Mr. Baillie moved, seconded by Mrs. Pemberton, and unanimously carried, that the Commission give a vote of thanks and confidence to the State Librarian and her staff for their fine attitude, and their wonderful cooperation in making the move.

Permanent headquarters for the State Library was brought up. Mr. Vincent Werner of the architectual firm of Page and Werner was present and pointed out the steps important in planning a library building. He discussed the possibility of making application for federal planning funds under Public Law 560. The recommendation was made that plans begin immediately for permanent headquarters for presentation to the 1967 legislature and that a possible site be secured.

Mrs. Longworth then reported on the new staff members for the State Library.

The salary schedule for positions in the State Library, which had been sent to Commission members prior to the meeting, was discussed briefly, and it was moved by Mr. Baillie, seconded by Miss Miller and unanimously carried, that the schedule be approved.

Mrs. Longworth reported that the making of the library film, which was agreed upon by the Commission at its last meeting, had been delayed because the move to Helena had to be made earlier than was anticipated.

Mrs. Longworth reported on the progress of the library buildings at Miles City, Glasgow, Sidney and Great Falls. She further reported on possible buildings at a future date for Billings and told the Board that Wolf Point would soon be making application.

Mr. Baillie took the chair while the Chairman discussed briefly the matter of attendance at library conferences by members of the Commission. She stated that Commission members should be encouraged to go to library meetings and that expenses should be paid by the Commission. She further stated, however, that the important American Library Association Conference was the annual Conference since the Midwinter meetings were closed meetings

and business meetings only. She recommended that the State Librarian be authorized to determine which Commission members should attend the various library conferences at Commission expense, provided that money is available in the budget for such expenses. Miss Miller moved, seconded by Mrs. Pemberton and unanimously carried, that Miss Campbell's recommendation be approved.

Mrs. Longworth reported on he dates of the conferences of the American Library Association and the Montana Library Association and she mentioned briefly proposed plans for National Library Week.

At the conclusion of the meeting, Mr. Baillie moved that there be spread upon the minutes recognition of the Chairman for having served as Chairman of the Commission from 1939, and that cognizance be given to the fact that while she was retiring as Chairman, she was still a member of the Commission until July 1, 1966; that thanks be given to her for her splendid work, and that credit be given to her for holding the Library Commission together, and doing the lion's share in the library development movement for libraries in Montana. The motion was seconded by Mrs. Pemberton.

The meetings was adjourned at 4:00 p.m.

Ruth O. Longworth,
Librarian

MONTANA STATE LIBRARY
930 EAST LYNDALE AVENUE HELENA, MONTANA 59601 RUTH O. LONGWORTH, LIBRARIAN

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, March 11, 1966

A meeting of the Montana State Library Commission was held in the State Library in Helena on Friday, March 11, 1966, at 10:00 a.m.

The meeting was called to order by the Chairman, Mr. William Baillie. Present beside the Chairman were Mrs. Pemberton, Mrs. Houchen and Mr. Earle Thompson. Mrs. Longworth, the Librarian was also present.

The minutes of the meeting of December 15, 1965 were approved as distributed.

First order of business was a discussion of fiscal procedures at Headquarters. The Chairman asked Mrs. Longworth to explain procedure to the Board. She complied with a detailed account of steps followed in preparing claims and requisitions for the State Purchasing Department. She told the Commission that safeguards were provided in that for every payment, there was on file a copy of an invoice. She stated, too, that a thorough yearly audit was made by the Federal Auditor and provided each member of the Commission with a copy of the last audit. Mr. Baillie recommended that the minutes show that the Board had taken note of this audit and found that no expenditures or procedures were questioned by the Office of the Audit. Mr. Baillie recommended that covering letters accompany the mailing of warrants and that copies be kept at Headquarters. Mrs. Longworth assured Mr. Baillie that this was standard procedure.

Mrs. Longworth reported on the legislation presently before Congress on the new Library Services and Construction Act. Bills are before both the House and the Senate which considerably revise and extend the Act. Interest was expressed in the new Bill and the increased amount of assistance. (Exhibits I & II)

Scholarships for fiscal 1967 were discussed. Mrs. Longworth pointed out that decisions on the number of scholarships could not be made at this time since the amount of the appropriation would be the deciding factor. That and the number of positions open in the state. Mrs. Pemberton asked that the Board have an opportunity to interview the applicants for this forthcoming year, the applicants to be screened first by Mrs. Longworth and a time set for them to meet with the Commission. The other members were in accord with this recommendation.

Mrs. Longworth reported that two construction applications were on hand: one from Wolf Point and a tentative request from Billings. Action was delayed on these until it is determined whether or not funds not used by other states will again be available at the end of the year.

Mr. Baillie reported that he had not yet met with the Board of Examiners on the matter of site for a building for the State Library but that he would arrange to do so in the near future. When this is accomplished and a commitment received from them, application will be made for a planning grant from Housing and Home Financing Agency.

Copies of a preliminary budget for the 1967-69 biennium were distributed and some time was spent in discussion. Approval of the budget will be the business of the next meeting of the Commission.

Mrs. Longworth was asked for a progress report. She stated that the scholarship students were doing an excellent job and that each of the three now in attendance would return to the state in September 1966: Miss Anhalt will be Children and Young People's Librarian at the Great Falls Public Library, Mrs. Clay will be Assistant Librarian at the Helena Public Library and Mr. Palmer will be Extension Librarian at the Billings Public Library. Mrs. Brewer will begin her studies in June 1966, at the University of Washington in Seattle.

Service to other offices of government has been brisk. Since the move,

requests for service have been received and filled from the following offices: Board of Health, Bureau of Land Management (U.S.), Controller's Office, Department of Institutions, Department of Welfare, Fish and Game Department, Employment Office (U.S.), Governor's Office, Highway Commission, Historical Society, Housing and Home Finance Agency (U.S.), State Superintendent of Public Instruction's Office, Vocational Rehabilitation's Office.

Mrs. Longworth asked and received the approval of the Board of a letter to local patrons which had been drafted. (Exhibit III)

There is much activity in Billings and much help will be needed there during fiscal 1967. Mrs. Longworth reported that she and Miss Hake met with the County Commissioners of Yellowstone County and were received with great courtesy. Favorable action on securing funds for the extension of service into the county is a good possibility.

Three construction projects under LSCA are either finished or nearing completion: Miles City and Glasgow are completed and Sidney will be within the month. Great Falls will soon be advertising for bids and here the hope is that the City Council will approve the use of the entire bond issue ($900,000.00) for the new building.

Mrs. Longworth reported that National Library Week promised to be the best ever. Everyone speaks enthusiastically of the Stan Lynde drawing and use of the brochures is tremendous.

She reported that the program of the Friday Montana Library Association was to be concerned with building and that outstanding architects in the state would be on hand to meet with the Association. Commission members were urged to attend.

The yearly national conference of the American Library Association was discussed. Mr. Baillie will not be able to attend. Mrs. Pemberton will represent

the Commission since she has committee responsibilities with the American Library Trustee Association.

Mrs. Pemberton discussed the recommendation of the ALTA Membership Committee, that dues be paid for the State Chairman of National Library Week and of the Chairman of the Trustee and Friends Division of the Montana Library Association. She moved and Mrs. Houchen seconded the motion that this be done each year by the Montana State Library. The motion was carried.

Mrs. Longworth had had communications from Miss Helen Miller, Idaho State Librarian and Vice President of ALTA, recommending that state libraries provide funds to send one trustee from a small library and one outstanding young librarian who would not otherwise be able to attend. She also recommended that the State Library help to underwrite costs of attendance at the state meeting of MLA of the regional director of ALTA. Further discussion was delayed until the next meeting of the Commission when there will be a better idea of what funds will be available for fiscal 1967.

The meeting adjourned at 12:30 p.m.

Ruth O. Longworth
Librarian

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, June 2, 1966

A meeting of the Montana State Library Commission was held in the State Library in Helena on Thursday, June 2, 1966 at 9:00 A.M.

The meeting was called to order by the Chairman, Mr. William Baillie. Present beside the Chairman were Mrs. Velma Pemberton and Mrs. Ruth Longworth, the Librarian. Mr. Earle Thompson participated through telephone.

The minutes of the meeting of March 11, 1966 were approved as read.

The budget for 1967-69 Biennium was discussed. The head librarian's salary was considered. Comparable salaries of University Librarians and other State Librarians were presented. It was moved by Mr. Baillie and seconded by Mrs. Pemberton that the salary should be increased to $12,000 per year for the next biennium, starting July 1, 1967, and the motion was carried unanimously. Mr. Baillie then pointed out that the total budget will be $159,180 which represents an increase of $84,000 from the previous budget. He then moved that the Commission approve the budget for fiscal years 1967-1969 and this will be the budget request for state funds presented to the legislature. The motion was carried.

It was moved by Mrs. Pemberton and unanimously voted that the salaries of Mrs. Florina Vinal, Reference and Acquisitions Librarian, and Mrs. Margaret Camm, Readers Services Librarian be increased to $8,000 per year as of July 1, 1966.

The Wolf Point Construction Application was discussed. $11,019 federal funds are available at the end of this fiscal year from funds not used by other states. The amount of $35,688 from new funds appropriated for fiscal 1967, and Wolf Point's local amount of $38,000 will provide a total program of $84,707 for new construction. The county commissioners agreed that the building would be used for library purposes only for 20 years, and that Wolf Point would participate in a federation. The Commission approved this application with the provisions that Wolf Point follow through with requirements and matching funds.

Billings Construction Application was discussed. It was pointed out by Mrs. Longworth that Billings qualifies in terms of priority. The Commission then approved the request for the balance of funds available after Wolf Point has received its share which would be $177,119.

Scholarships for fiscal 1967 were discussed. The application of Janet Clayton was approved by the Commission, and it was decided that if any other outstanding applicant applies before the end of the summer he or she should be considered.

The new Library Services and Construction Act, 1966, was discussed and Mrs. Longworth explained that two new titles were being added. Title III provides $40,000 plus a pro-rated share to every state for inter-library cooperation and Title IV provides (a) Service to Institutions and (b) Service to the Handicapped. In the first year states do not have to provide matching funds for Titles III and IV. If the act passes the State Library will develop a plan for these titles and will need an additional librarian to help administer them. Mr. Baillie suggested that an assistant librarian be hired who will not be restricted entirely to administering these titles. Mrs. Longworth told the Commission that when the law passes members will be sent a copy, and a meeting will be called to discuss plans for the new titles.

Mrs. Longworth reported that she attended the dedication of the Glasgow City-County Library, and that the community is very pleased with the beautiful new building. Everyone was appreciative of the assistance received from the Library Commission and the State Librarian.

Mrs. Pemberton reported that the MLA conference in Missoula was very successful and that Mrs. Graybill gave a wonderful tribute to Casey. Thirteen diplomas were awarded to librarians who have taken the Loyola Course. It was also announced that MLA will hold a joint conference at Jackson next year with Wyoming and Idaho.

Mrs. Longworth announced that PNLA was having a meeting for trustees in August in Portland from August 24 - 26, 1966.

New state legislation was discussed. The law concerning organization and administration of public libraries, which was approved by MLA two years ago, is presently in the Attorney General's office. He is adding provisions which will protect libraries that are already established from any possibility of being abolished. There was some discussion that a safeguard should be added to the proposed legislation limiting mill levies in cities and counties. A photostatic copy of the new law will be sent to board members.

Mrs. Longworth suggested that a public relations job may be necessary in connection with the proposed legislation regarding central distribution of state documents. She proposed visiting state offices to see how they feel about this legislation.

The third new law is the Inter-State Compact, which is a model law written by the Council of Governments, and should be in its present form if passed since it would make for easy cooperation with other states. Idaho and Wyoming have passed this law.

The State Library will budget for a film since someone has been found who can write the script.

Mr. Baillie informed the Commission that Mr. Bill Decker, who was authorized by the Commission to find quarters for the State Library in Helena, has presented a bill. $200 of this bill will be paid by the landlord and $200 by the Commission. Mr. Decker will be notified by Mr. Baillie that he must submit an invoice, and the Commission will then submit a claim in that amount.

Mr. Baillie met with the State Board of Examiners in regard to securing a title to the property north of the Capitol for a State Library building. The Governor was not there, but the Attorney General and the Secretary of State who were there, said they had no right to make a resolution. The State Board of Examiners felt the State Controller might have the authority, but probably the legislature would have to approve this. Mr. Baillie believes the proper procedure would be to write to the Attorney General for an opinion. If the Attorney General advises the Commission that it must go to the legislature then it would seem the only thing to do. Mr. Baillie also talked to the Governor's Assistant who felt the Governor would support the Commission, but indicated the Governor has some building plans. In view of this, Mr. Baillie suggested that after he receives an opinion from the Attorney General he confer with the Governor for coordination, and the Board agreed. Mr. Baillie also talked to the Controller about an architect, and the controller said he didn't have the authority to designate an architect but would cooperate with the Commission.

Press releases of the Commission were discussed, and the general feeling was that they should be better , and that the Library Commission should get more publicity out of the news releases.

The meeting was adjourned at 12:15 P.M.

Ruth O. Longworth
Librarian

Addenda: A telegram arrived from Germaine Krettek, Washington, D.C. shortly after the Commission adjourned stating that the new Library Services and Construction Act has passed the house.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, September 21, 1966

A meeting of the Montana State Library Commission was held in the State Library in Helena on Wednesday, September 21, 1966 at 1:00 p.m.

The meeting was called to order by the Chairman, Mr. William Baillie. Present beside the Chairman were Miss Harriet Miller, Mrs. Velma Pemberton, Mr. Earle Thompson, and Mrs. Ruth Longworth, the Librarian.

The minutes of the meeting of June 2, 1966 were approved as read.

Mrs. Longworth reported that she had a meeting that morning with Mr. Jerry Agan from the office of the Director of the Budget and had explained the program of the State Library to him. He indicated that it may be necessary to name priorities in the budget. A discussion of the budget followed concerning the increased amount requested from the State, and the amount of matching funds which would be required for 1968-1969 for Titles III and IV of the LSCA. Miss Miller suggested that perhaps the custodial institutions could budget for library services in their budgets and these funds could be used for matching funds in Title IV - Part A. Mr. Baillie suggested Mrs. Longworth check with the office of the Director of the Budget and see what is presently budgeted by the institutions for libraries. After some further discussion about the budget, Miss Miller moved that Mrs. Longworth be authorized to explain the budget requests to the Budget Director and if the funds are not granted, she discuss the possibility of matching monies being included in the custodial institutions budgets for Part A of Title IV providing the increased state appropriation is approved for headquarters, which would provide the necessary funds to administer the program. The motion was seconded and carried. It was the decision of the Commission that should there be a suggestion of any budget cuts from the requested amount, arrangements be made for the Commission to meet with the Director of the Budget or his representative.

Mrs. Longworth announced that the appropriations for LSCA are still pending. She discussed briefly possibilities for Montana under Titles III and IV. It is her recommendation that a state-wide communication system be the first concern under Title III. She also reported that Billings has started a county demonstration, and that Billings has an opportunity to purchase an existing building in a good location that is well suited to library purposes. However, the mayor and architect are opposed to this.

The legislative program was next discussed. The three proposed measures which are Inter-State Compacts, Central Distribution of State Documents and Organization and Administration of Public Libraries were explained by Mrs. Longworth. Miss Miller suggested that perhaps the bills should not be presented to the Legislature at the present time and Mr. Baillie concurred. Mr. Thompson pointed out that he felt the State Library Commission had an obligation to provide leadership in supporting good library legislation and it was decided the the Commission should be on record as supporting the principles of the three proposed acts.

Mrs. Longworth briefly reviewed the Biennial Report and it was approved. She reported that many governmental agencies were making daily use of the State Library, but that time has not permitted visits to other offices of government. Plans for the immediate future will provide for these visits.

Mr. Baillie proposed that a letter be written to the legislators telling them about the legislative reference service at the State Library and offering our facilities for their use at any time. It was agreed that this was a very good idea. Mrs. Longworth mentioned the possibility of a member of the State Library Staff manning a desk and telephone at the Capitol during the legislative session, but Miss Miller and Mr. Baillie felt this would not be a good idea. Mr. Baillie suggested the Library put typed signs above the pay phones at the Capitol with its telephone number and a mention of the reference service available. Miss Miller mentioned the possibility of a news story on new libraries in the Sunday section of the Great Falls Tribune, and Mr. Baillie suggested a news release regarding the new LSCA. In futher discussion on publicity, Mr. Baillie said he felt two entities were involved: The State Library Commission and the State Library. Mrs. Longworth pointed out the need to establish the fact that the State Library Commission has a State Library. Mr. Thompson suggested that the following wording in news releases would clarify the situation: "The State Library Commission authorizes the State Library to....."

Mrs. Pemberton reported on the P.N.L.A. meeting in Portland. She attended meetings there on the federal titles, and said that Mrs. Longworth was to be congratulated because of her imaginative plans for this state. Mrs. Longworth said there was a need for flexibility in the guidelines for the federal programs and that suggestions will be sent to the Library Services Division of the Office of Education to use when the guidelines are written. Mr. Thompson mentioned that there was a re-organization of the constitution of P.N.L.A. which strengthens the organization, and there were

many excellent speakers who gave the conference a good idea of what was going on in the library world.

Mrs. Pemberton said that Mrs. Alma Jacobs, Librarian, Great Falls Public Library, gave a report on Montana's National Library Week at the P.N.L.A. and that the Honorable Mention that Montana received was awarded at the banquet. Mrs. Longworth reported that plans are being made for National Library Week for 1967, and that she would like any suggestions that the Commission has for state committee members. She also said that the Montana Library Association meeting next May will be a joint meeting with Wyoming and Idaho in Jackson, Wyoming and urged the Commission members to attend if possible.

Mrs. Longworth discussed the need for a fence that would separate the State Library parking lot from the service station next door. The parking lot is used as a thoroughfare, and there are always a number of unsightly wrecked cars parked at the edge of the lot. Mr. Baillie said he would discuss the matter with Harold Patton to see if he would pay for the fence or a portion of it. The Commission agreed that the Library should go ahead and have the fence erected.

The meeting was adjorned at 4:00 p.m.

Ruth O. Longworth,
Librarian

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, February 14, 1967

A meeting of the Montana State Library Commission was held at the State Library in Helena on Tuesday, February 14, 1967 at 10:00 A.M.

The meeting was called to order by the Chairman, Mr. William Baillie. Present beside the Chairman were Mrs. Velma Pemberton, Mr. Earle Thompson and Mrs. Ruth Longworth, the Librarian.

The minutes of the meeting of September 21, 1966 were approved as distributed.

A report on library legislation was given by Mrs. Longworth. H.B. No. 246, "An Act Designating a Plot of State Land Located at the Northeast Corner of the Intersection of Sixth and Montana Avenues in Helena, Montana as the Site for the Proposed State Library Building" was passed by the House but was killed in the Senate. Senator Bertsche reported to Mrs. Longworth that this was not done because the Senate was unmindful of the need for a State Library Building, but because the Committee felt that planning for state needs should be done on an overall basis rather than piecemeal. Mr. Baillie reported on the background of this bill. House Bill No. 392, "An Act Providing the State Library Commission shall consist of five (5) Appointed Members; Amending Section 44-127, R.C.M. 1947" which was presented by Tom Haines of Missoula was killed in the House. House Bill #382, " An Act Providing for Uniform Compensation for Appointed Members of Commissions, Committees and Councils" would provide $20 a day to board members, and if this bill should be enacted, Mrs. Longworth pointed out that the budget would have to be revised to include this, and this matter should be brought to the attention of the sub-committee on appropriations. (Since the meeting of the Commission, this bill has been amended and now excludes Board members where it is specified in the present law that they serve without compensation.)

Senate Bill No. 39, "An Act Providing for the Creation, Maintenance and Operation of Public Libraries in Counties and Cities" was sponsared by Senators Bertsche, Rehberg, Rasmussen, Dussault, and Cotton and passed the Senate with these revisions: the mill levy was increased by one mill which allows 4-1/2 for cities and 3 for counties; the mayor with the advise and consent of the governing body, or the Chairman of county commissioners will appoint the board of trustees; the board will have authority to make provisions for housing and the title of the property becomes that of the city or county.

Senate Bills No. 40, "An Act to Create a State Publications Distribution Center as a Division of

the State Library", and Senate Bill No. 41, "An Act Approving and Enacting into Law the Interstate Library Compact," were passed unanimously by the Senate and all three bills are now in the State Administration Committee in the House. There is to be a committee hearing on February 15th. There has been excellent support for the legislative program particularily from Billings and Great Falls, and Margaret Warden and her Legislative Committee have done a superb job Mrs. Longworth reported. Mr. Baillie moved that a letter of commendation should go to Margaret Warden and the entire Legislative Committee thanking them, and the motion was seconded and approved. The Librarian stated that the Appropriations Sub-committee met at the State Library for a hearing and responded very favorably to the presentation. Senator Bertsche, who has been exceptionally hard-working in library interests, said that the Committee would like to increase the budget anywhere from $25,000 to $50,000. He is to see Mrs. Longworth on February 16th to discuss the budget in greater detail.

The Helena Home Demonstration group entertained the Cascade and Missoula Home Demonstration groups and the legislators' wifes at a coffee at the State Library on February 1st and approximately 300 attended.

Mrs. Longworth presented the following requests for assistance in construction projects for fiscal 1968:

Billings	$100,000.00
Great Falls	60,000.00
Kalispell	40,000.00
Valier	25,000.00

Mr. Baillie moved that the Commission give tentative approval to all of the requests, subject to the amount received through appropriations from Congress for fiscal '68. The motion was carried unanimously. Mr. Baillie pointed out that the assistance given to Great Falls and Billings would be approximately the same and suggested that the promise of nearly $300,000 for Billings from the Commission should help in their April bond issue. Mrs. Longworth explained the new regulations under Title II which gives each state freedom to use the appropriation for a two year period. Billings's promised allotment for fiscal '67 from Title II is $180,682. Mrs. Longworth was instructed to write to each applicant, stating that the Board had approved each project, busject to the amount available from the federal government.

Mrs. Longworth reported that the plans for the Wolf Point construction have been approved and

are going out for bid this month. The site in Wolf Point had to be changed and a better new site has been obtained.

The scholarship applications of Kathy Owen, Librarian in Glasgow, and Robert Cookingham of Great Falls were presented. Kathy Owen was highly recommended by Mrs. Longworth, and a letter of recommendation from Alma Jacobs for Mr. Cookingham was read. Mr. Baillie agreed to interview Mr. Cookingham. Mrs. Pemberton moved that the Board tentatively approve these scholarship applications and give Mrs. Longworth authority to proceed with them. The motion was seconded and passed.

Salaries of personnel at the State Library were next discussed. Mrs. Longworth recommended a salary increase for Terry Clay from $6,000 to $7,000 effective as of March 1st, 1967. She also recommended salary increases for Alene Cooper from $7500 to $8,800 and for Florina Vinal from $8,000 to $9,000 effective July 1, 1967. Mr. Thompson moved that the Board accept Mrs. Longworth's recommendations and the motion was seconded and passed. The Commission agreed that Mrs. Longworth's salary be increased according to a decision previously reached, to $12,000 as of July 1, 1967.

Planning for Titles I, II, III, IV - A & B was next taken up. Mrs. Longworth pointed out that only planning money was available for Titles III and IV. She feels that the Coordinators could do an excellent job and has arranged for the following to meet at the State Library on February 24th: Inez Herrig, Clare Smith, Shirley Hake, Alma Jacobs, Roger Spillers and Kathy Owen. Mr. Baillie suggested having head librarians from various areas meet with the Commission to exchange ideas. Mrs. Longworth suggested the Coordinators discuss plans at their meeting at the end of February and then later present their ideas to the Board. She also mentioned that the Coordinators can be paid for this planning. Mrs. Longworth proposed that Maxine Johnson, Assistant Director of the Bureau of Business and Economic Research at the University of Montana, do a profile of the state and that other people be involved as plans progress. The initial meeting with the Coordinators will provide an overview and point the way to the development of the Plan.

Suggestions for a State Wide Council included the proposal from Mrs. Longworth that instead of three Councils for Titles III and IV - A and B there be only one which would be large enough to form various committees. She suggested the following possibilities for the Council: Schools - Mr. Carl Engebretson, Colleges and Universities - Mr. Earle Thompson, Trustees - Mr. Bert Maynard, Public Libraries - Mrs. Alma Jacobs, Custodial Institutions - Mr. William Bertsche, Handicapped - Mr. Jack Carver.

The Board discussed the needs of the Institutions and agreed they should be helped and for a start this must come from the State Library.

Mr. Baillie brought up the subject of standards and he thought the Interim Standards which have been adopted were not too satisfactory and perhaps we should print our own using the word, "Montana". Mrs. Longworth asked Mr. Baillie to read the Interim Standards through carefully and make suggested changes. Mr. Thompson mentioned that any standards should include facilities, personnel and collection, and that they should be recommended rather than mandatory. It was agreed by the Commission that they should work on revising standards.

The Commission next discussed the State Library Building. Mrs. Longworth told the Commission that the part of the building that is not air conditioned gets very hot in the summer making working conditions very unpleasant and also noted that this is harmful to the collection. She has investigated the possibility of a system of fans and the estimated cost is $5,000. The Board asked Mr. Baillie to see the Controller to see if an arrangement could be made with the owner to install such a system.

The American Library Association conference in San Francisco was discussed and Mr. Baillie and Mr. Thompson said they intended to attend.

The joint Montana, Idaho and Wyoming Library Associations' conference in Jackson, Wyoming May 4th, 5th and 6th with headquarters at the Wort Hotel was mentioned and the members of the Commission were urged to attend this if possible. Mrs. Pemberton said she planned to attend.

Mrs. Longworth recommended that Montana's senators and representatives in Congress be contacted to get favorable action on the full appropriation under L.S.C.A.

Mr. Baillie mentioned an organization in the East that makes books in Braille free of charge for organizations and perhaps we should investigate the possibility of using this.

There being no further business, the meeting was adjourned.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, June 6, 1967

A meeting of the Montana State Library Commission was held at the State Library in Helena on Tuesday, June 6, 1967 at 10:00 A.M.

The meeting was called to order by the Chairman, Mr. William Baillie. Present beside the Chairman were Mrs. Velma Pemberton, Mr. Earle Thompson, Mr. Mike Traynor and Mrs. Ruth Longworth, the Librarian.

The minutes of the meeting of February 14, 1967 were approved as read.

Mr. Baillie welcomed Mr. Traynor, who was appointed on May 17th to the Commission. He re-welcomed Mrs. Pemberton who was reappointed to the Commission on that same date.

Mr. Baillie reported to the Commission on the status of the fan system to be installed in the unairconditioned part of the building. He has met with the Controller and Mr. Patten, owner of the building. The Cascade Electric Company has submitted specifications and a requisition has been submitted by the State Library. There is some delay and Mr. Baillie is to call Mr. Kenyon regarding this. If there is any difficulty regarding the specifications Mr. Baillie felt Cascade Electric Company should resubmit. Mrs. Longworth reported that Mr. Patten had the roof and side of the building painted. Mr. Baillie gave Mr. Traynor some background information on the rental agreement of the Commission with Mr. Patten.

The financial report was submitted by Mrs. Longworth to the Commission and she explained the breakdown of the report according to funds. She reported there will be a balance of at least $16,000 in the Library Development fund to carry on operations until the 1968 appropriation from Congress is received.

A report on the new legislation was given by Mr. Baillie. He briefly discussed Senate Bill No. 39, and then reviewed the provisions of Senate Bill No. 40 which creates a State Publications Library Distribution Center at the State Library. There was much discussion regarding the implementation of this law and Mrs. Longworth reported that Mrs. Florena Vinal had visited the Washington State Library at Olympia to study their system and she was waiting for the return of Miss Dempsey to visit the Historical Society Library since this library

has been responsible for the collection of some of the state publications. There was further discussion about the difficulties that may be encountered in persuading the state agencies to send their publications to the State Library and Mr. Thompson mentioned that the agencies must be reminded there is an obligation to send occasional or fugitive publications as well as repetitive ones.

The motion was made by Earle Thompson and seconded by Velma Pemberton and carried that a letter with card acknowledging receipt be sent by July 1st, 1967 to every state agency notifying them of their obligation to send the necessary number of documents to the State Library. The Commission also authorized the State Librarian to prepare regulations and contracts for the participating libraries and to present these to the Commission at a later meeting for approval.

Senate Bill No. 41 providing for interstate compacts was discussed and it was decided by the Commission that there were not any interstate compacts to initiate at this time.

The Legislative Audit Act was next discussed and Mr. Traynor suggested that the State Auditor be contacted to see if there were any forms that must be adhered to. Mrs. Longworth briefly explained the bookkeeping system at the State Library to Mr. Traynor.

The appropriations bill was next discussed and the question of whether Titles III and IV of the L.S.C.A. are new programs and participation in them prohibited by Section VI of this Act. Mrs. Longworth expressed the opinion that these are simply new titles under the same act, and reviewed her conversations with the sub-committee. The sub-committee explicitly said they wanted any additional funds appropriated to the State Library used for matching money for Title IV. Mr. Baillie suggested that the additional $25,000 appropriation be used in this fashion. He then made the motion seconded by Mrs. Pemberton that the Commission will follow the appropriation bill of the legislature and will request all federal money available to use and will accept funds for all titles. Motion carried.

Mrs. Longworth presented the State Plan to the Commission and announced it had been approved by the Office of Education. She also presented a tentative budget. There was some discussion and it was pointed out that Title III can be matched with local funds and in

Title IV - A the State can provide $25,000 and that $11,000 must come from the institutions. Under Title IV - B the Library of Congress can provide very nearly everything for the program. The State Library will need to provide only shelving and people. Mr. Baillie wondered if it would be possible to show more in library materials in this title and Mr. Thompson suggested that the library materials available from the Library of Congress could be added. Mr. Traynor suggested that the personnel item could be broken down. Mr. Traynor then moved and Mr. Thompson seconded that the Commission adopt the tentative proposed State and Federal budgets. The motion was carried.

Mr. Baillie suggested that a Commission member should present construction payments in his or her area when they are made and it would also be good publicity to have a picture taken on the occasion. Expenses should be paid by the Commission for any travel involved.

The appointment of an Advisory Council was next discussed. Mrs. Longworth suggested the following list: Mr. William Bertsche, Mr. Sam Gilluly, Miss Marie Mastorovich, Mr. Earle Thompson, Mr. John Cross, Mr. Max Thornton. There was further discussion and Mr. Baillie suggested appointing the president for the Montana Association for the Blind and Mr. William James of Great Falls and Mr. Sam Reynolds of Missoula. Mr. Baillie then suggested that Mrs. Longworth formulate the committee based on the Commission's discussion.

Mrs. Longworth announced that the Library Development Committee of the Montana Library Association was meeting on Friday, June 9, 1967. This meeting is to acquaint them with the forth-coming plan on library development in the state and to get their ideas.

The ALA meeting in San Francisco was discussed and Mr. Baillie moved that he and Mrs. Pemberton attend with expenses paid by the Commission. Mr. Thompson seconded and the motion was carried. Mrs. Longworth recommended that the Board set up a budget for education and attendance at meetings for Commission members since this is very valuable for them.

The next item on the agenda was the approval of a new position: Coordinator of Special Library Services. Mrs. Longworth explained that the Coordinator would be responsible for services to the institutions and the physically handicapped. Mr. Thompson moved that the Commission establish the position and the state Librarian be authorized to fill it at a salary of approximately $7,000. This was seconded by Mrs. Pemberton and the motion was carried.

The two scholarship applications of Mr. Robert Cookingham and Miss Kathy Owen were unanimously approved by the Commission.

A report on the certification study was given by Mrs. Longworth. She is working on this and reported that there is an examination which would be given to librarians by New York State. It is used in Washington (State) and serves in lieu of the graduate degree in Library Science.

Mrs. Longworth also reported on the new ALA Standards and presented them to the Commission. She recommended that the commission look these over and adopt them. Mr. Baillie suggested they be studied before the next meeting and if anyone has anything to add to them, he can do so then.

There being no further business the meeting was adjourned.

MONTANA STATE LIBRARY COMMISSION MEETING - SEPT. 25, 1967

The meeting was called to order by Chairman, William Baillie. Present were Commission members, Velma Pemberton, Earle Thompson, Ruth Longworth, Librarian and seven librarians; Perl Coombs, State Library Consultant, Shirley Hake, Billings Public Library, Inez Herrig, Coordinator Northwest Federation, Alma Jacobs, Coordinator Great Falls Federation, Kathy Makich, Librarian Glasgow City-County Library, Clare Smith, Coordinator Sagebrush Federation and Roger Spillers, Coordinator Big Sky Federation. Mr. Baillie welcomed the Coordinators and librarians saying how pleased he was to have them attend the meeting. The minutes from the last meeting were read and approved. Mr. Baillie asked if there were any questions or comments and Mrs. Smith askedwhat the new position to be filled by Mr. Frank Lowrance would entail. Mrs. Longworth explained that various federal acts have implications for the library program, particularily Title III and the Commission was interested in getting someone who could investigate these other federal acts. Mr. Thompson commented that grantsmanship is a new science. Mrs. Longworth mentioned that we are reasonably assured of assistance for workshops under Title I and Title II B of the Higher Education Act. Mrs. Jacobs asked Mr. Baillie what the thinking of the Commission was on the value placed on grantsmanship versus librarianship in terms of salary. Mr. Baillie replied that Mr. Lowrance had been offered a salary of $12,000 at another agency and it was sometimes necessary to pay department heads more than elected officials. Mrs. Longworth remarked that Mr. Lowrance will continue with his supervision of construction projects, will assist with the increased paperwork and familiarize himself with the other federal programs to find out where we might use them.

The new booklet, A Time for Great Things; Montana's Plan for Total Library Service, was distributed and Mrs. Longworth gave some background on the preliminary work that was done by the coordinators acting as a core committee to provide material for the study. A map showing the six proposed areas for federations in the state was discussed and it was pointed out that at the present time this was for the core committee only since premature publicity regarding

this could be poor.

Mr. Baillie then called on Mrs. Jacobs for a report on the Great Falls Federation.

Mrs. Jacobs's Report

Mrs. Jacobs began by saying she appreciated the opportunity to come and meet with the Commission as she always appreciates working with boards and trustees, since they are there to give guidance to the profession. Mrs. Jacobs continued that in looking back over old material she discovered that as early as 1940 a division of the state had been planned and the one big error at that time was to overlook local autonomy. The federation idea assures that interest is maintained in the local libraries. In 1956 the Library Services and Construction Act provided pump priming funds to make the seed germinate. In Great Falls a bookmobile was provided by the funds and this made it possible to go ahead with the program. A clean book collection in quantity gave evidence of what some money could do and sparked the interest in the community. People heard about things and came to see for themselves. Eventually librarians got out to workshops and reference service became available in small libraries from a strong center. The enthusiasm and interest culminated in the testimony that the small librarians brought to the President's Advisory Commission on Libraries meeting recently in Great Falls. It has been demonstrated that by working together local libraries haven't lost anything, but have retained their local autonomy and improved their services by sharing.

Following Mrs. Jacobs's report, Mr. Baillie asked her if workshops, however designed, would be good to get small librarians together. Mrs. Jacobs answered that workshops have been successful in her federation and they were planning more. Miss Hake remarked that a certain amount of groundwork must be done before the small librarians will attend. Mrs. Longworth pointed out that workshops within the federations were part of the approved plan. Mr. Baillie said there was discussion at the last board meeting about inviting county commissioners to attend workshops. Mrs. Smith thought a trustee should be delegated to attend and Mrs. Coombs said since county commissioners hold purse strings it would be good if they went. Mrs. Jacobs gave a bit of background on the formation of federations and pointed out that the state library was closely involved. Out of a series of meetings with Ruth Warncke The Plan for Development of Library

Service in Montana was written and approved by the Commission and the Montana Library Association. The concept in the Plan of working together is the best way to improve services. Regardless of where a person lives he has access to better service and better resources. Just because people live in rural areas they shouldn't be denied good service.

Mr. Baillie asked Mrs. Jacobs about the book budget - Great Falls now has $40,000. Mrs. Jacobs said they could use $50,000 for duplicates and replacements and another $50,000 for new books.

Mrs. Longworth said the only way we crossed county lines was to keep the local involvement in the library and give the counties more in the way of books and services. Montana originally was the only State in the nation to have this type of plan. There are regional plans now which are similar but without the local involvement they do not succeed so well. Miss Hake commented that regional systems have safeguards for pulling out and Mr. Baillie then asked if anybody felt we should proceed differently from federations. The answer was no. Mr. Baillie then mentioned that areas in the Western part of the state perhaps did not feel this way. Mrs. Herrig said that one must first sell the people on the idea and they in turn would persuade county commissioners. She then cited the example of Sanders County where this was done. Miss Hake reported that in Laurel she had only succeeded in involving them in service from Billings by patience and with many meetings. Mr. Spillers said one had to apply pressure in the right place at the right time by the right people. Mr. Baillie then reported his conversation with the Chairman of the Board of Trustees of the Missoula County Library who does not like the idea of a study of Missoula libraries being made. Mr. Thompson gave the following background on the situation: Missoula Public Library needs improvement and the Board there does not agree. The League of Women Voters in Missoula is trying to stimulate action in the community and the librarians from all types of libraries there (except the public library) have agreed to ask for a pilot study under Title III of the L.S.C.A. Mrs. Jacobs said the League will stir up interest there. She went on to say that Montana has been among the first to save taxpayers money in costly duplication of libraries and we are breaking trail in this area. Mr. Baillie then asked if the Commission should meet in Missoula and Mrs. Longworth replied there was a history of visiting Missoula to explain the plan and that the Plan presently provides for underwriting the

cost of a pilot study under Title III. The consensus of opinion was that the Commission should not meet in Missoula unless asked to.

Mrs. Herrig was next asked to give her report.

Mrs. Herrig's Report

The Northwest Federation was the first in the State and for eight years just Flathead and Lincoln counties were involved. Flathead had city and county libraries in Kalispell and another in Whitefish. In the beginning the three libraries in Flathead County did not cooperate until the State Library said if you work together we will provide some of the things you need. The libraries were interested enough to have a demonstration. They wouldn't combine together but would with the Lincoln County Library. Because of the leadership from the State Library under Mrs. Longworth they accepted Mrs. Herrig's leadership. The situation has become so good they are now serving each others patrons. As of July 1st, 1967, the city and county library in Kalispell combined. Until they move into the renovated post office building the city library will be known as the city branch. Mrs. Herrig said, "The money is the honey" in getting the libraries to co-operate. The bookmobile has been a wonderful thing for the rural areas, and is a leveler. Circulation has increased enormously in rural areas. In Sanders County approval for a demonstration was secured from the county commissioners. When the demonstration period was over the county commissioners did not want to join the federation, but at a series of hearings, people of the county flocked there to testify in favor of the services and Sanders County joined the Federation. Mrs. Herrig pointed out the value of having library booths at the county fairs which she has done. She went on to say you must get the people's desire for good library service and once they get this it is part of their lives. She described a pilot program recently in Libby with the school librarians which involved a number of joint meetings. She ended by saying that communications between the levying body and the library is necessary.

Mr. Baillie asked Mrs. Herrig if small libraries were spending more tax money and she replied yes, that good service and good collections whet the appetite.

Mrs. Clare Smith was next asked to give her report.

Mrs. Smith's Report

Mrs. Smith began by saying that when her federation was first proposed she said it couldn't be done because of the isolated places, the large area, and the taxable valuation was so low. There was library service in some towns and just poor service in many others. The only two libraries of stature were Miles City and Glendive. The federation began in Miles City with a county contract. The Board of Trustees were asked to go to the county commissioners to persuade them and they did. Other city libraries then contracted with the County. The bookmobile in the Sagebrush Federation now covers the largest area. Mrs. Smith said she and Mrs. Longworth called on every county commissioner in the area when they were setting up the federation. The commissioners are willing to listen but they must have the people pushing them to agree. Mrs. Smith said she could not recommend a public library for every community because the maximum levy would still not bring enough to have a decent staff or book budget. She feels in a state like Montana, federations are the only workable plan. The best solution is to get more service from a federation. The services offered by her federation are: bookmobile service, in-service training for librarians, shared publicity and centralized processing of library material.

Mrs. Smith then reported on the most recent county to join the Federation, which is Rosebud. The obstacle there for some time was the librarian who did not want to participate. With the advent of a new librarian the county commissioners went to the Miles City Board of Trustees and requested permission to join the Sagebrush Federation. The first bookmobile run into Rosebud County was a huge success with great interest being shown in each of the communities. Mrs. Smith ended by saying much of the success of the Sagebrush Federation was due in large part to the leadership provided by Mrs. Longworth.

Mr. Spiller's gave the next report.

Mr. Spiller's Report

The beginnings of the Big Sky Federation were in a 1957 survey of the Helena Public Library. The situation was appalling and the first steps taken were to weed and recatalog the library. There was heavy purchasing, too, with the assistance of the State Library. After the

Helena Public Library was strengthened the Big Sky Federation began in 1965. Key people in Beaverhead, Madison, Broadwater counties convinced the county authorities to permit a demonstration. Service to Jefferson was started in 1966. There are three libraries in Madison county, one in Beaverhead and none in Jefferson. Broadwater County has dropped out of the federation. The circulation in the three counties has gone up. The State Library has weeded and cataloged two of the libraries. The federation has not been in a position to offer much but books until now, but workshops have been held and will continue to be on a more regular basis. Mr. Spillers is trying to improve the public relations program which has started in the Helena Public Library and hopes to extend it to all federation libraries. There is preparation now for self support from the counties. The demonstration is two years old and has been extended for another year. Mr. Spillers wants to offer more services including an adult educotion program and possibly a Great Books program. He also wants to extend to other counties including Lewis and Clark and Gallatin.

Following Mr. Spiller's report there was a discussion on the need for more public relations both in the federations and at the State Library. Mrs. Jacobs said she felt there was a greater need for a state library consultant for extension work. She continued that without a high priced public relations person we have still done a successful job as evidenced by the astounding success we experienced with the last Legislature. There was some general discussion regarding the need for both public relations personnel and library consultants and the problem of not enough money for both. Mr. Baillie mentioned that at the hearing of the President's Advisory Commission on Libraries he had, as a trustee, felt it necessary to pose the question "Where do we get the money?" Mrs. Longworth answered that libraries need local, state and federal support.

Mrs. Makich next reported.

Mrs. Makich's Report

Mrs. Makich reported that when she first went to Glasgow in 1963 the collection and library service was poor. With the new building there, excitement was generated and last yeor the circulation at the library doubled. The Board of Trustees and the librarian have been communicating much better with the county commissioners and this year received an increase

from $26,000 to $40,000 in their budget (the book budget increased from $6,000 to $18,000) They will now have to show what they can do.

Shirley Hake gave the following report on Billings.

Miss Hake's Report

For twenty years the librarian in Billings opposed aid of any kind and her relations with her board, the city council and the state were terrible. The council's recourse was to cut the budget. Many people in the community were trying to do something and finally after a survey by an expert the librarian was retired. When Miss Hake arrived she found there were not enough books or staff. There was a branch that needed to be closed and service needed to be extended into the county. There was a bookmobile that served only schools with an old shabby collection. The branch library was closed and a large loan of books secured from the State Library. The bookmobile was pulled out of the schools, painted, stocked with a new collection and started giving city-wide service. It was enormously successful and its circulation in one week was double the branch's circulation in a month. This was a stepping stone to service into the county which began last September. Laurel is the only other library in the county and it took some time to persuade them to participate but a demonstration is now taking place there. The bond issue for the new library quarters was successfully passed and Billings now has a book budget of $73,000. If the maximum millage is levied Billings should reach ALA standards in ten years.

Following this report Mrs. Longworth discussed plans for service to the institutions. Present plans provide for the following: Great Falls Public Library would give service to the School for the Deaf and Blind and the Center for the Aged at Lewistown. Miles City Public Library would serve the State Industrial School and the Kalispell County library would serve the Veterans Home at Columbia Falls. The Helena Public Library will serve the Vocational School for Girls, the State Training School and the Children's Center and the State Library will serve the State Prison, the Pulmonary Disease Hospital and the State Hospital. This will be an extension of service, not a separate service.

The suggestion was made that the Commission hold meetings at the federation centers and it was agreed that this was a good idea.

Mrs. Longworth reported on the Library Service and Construction Act. Approval of

Montana's program is assured but pressure of work at the Office of Education has delayed the notification to us.

There was next a discussion of the request from Missoula for a pilot study and Mr. Thompson moved that the Commission institute such a pilot study to be pursued at the discretion of the state librarian. Mrs. Pemberton seconded the motion which was carried.

The by-laws were next discussed and the following wording was adopted for Election and term of office of Chairman: The chairman and vice-chairman shall be elected annually not earlier than August and prior to January by a majority of the Commission and take office January 1st. The Amendment on By-Laws was changed to read: These by-laws may be amended at any meeting of the Commission by an affirmative vote of a majority of all the members. Mrs. Pemberton moved that the Commission accept the by-laws as amended and Mr. Thompson seconded the motion which was carried.

Contracts for Depositories of State Documents was the next item on the agenda. Mrs. Longworth told the Commission that almost all of the state agencies had been visited and the State Library was now in the process of setting this up. Mr. Baillie said he thought the state agency should be required to write and tell the state Library if they didn't have sufficient budget to furnish the necessary number of copies. Mr. Thompson then moved that the rules and regulations, contract and standards be adopted and Mrs. Pemberton seconded the motion which was carried.

Under new business Mr. Baillie told the Commission that the lease on our present building was for two years with an option for renting again this year, and that we are exercising the option. Mr. Thompson moved that the action of Mr. Baillie and Mrs. Longworth in exercising the option for renting the building be accepted by the Commission and Mrs. Pemberton seconded the motion which was carried.

Mr. Baillie again thanked the coordinators for coming and remarked, "I can see why the program is successful with people like you."

There being no further business the meeting was adjourned.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY COMMISSION

Helena, December 4, 1967

Mr. William Baillie called the meeting to order. Commission members Miss Harriet Miller, Mrs. Velma Pemberton, Mr. Mike Traynor, Mr. Earle Thompson and State Librarian, Mrs. Ruth O. Longworth were present. The minutes from the previous meeting were approved.

The first item on the agenda was a discussion concerning the authority of the Advisory Council. Correspondence from Mr. Baillie and a reply from Mr. Thompson had been received by members of the Commission since the last meeting of the Commission. Mr. Baillie interpreted the minutes of the Advisory Council to indicate that theCouncil was exceeding its authority. He reviewed his position in this matter. Miss Miller said that she agreed with Mr. Baillie in that the Advisory Council's duties must be clearly set forth and in that the Council must report to the Commission rather than its Executive Officer. She further agreed with Mr. Baillie that if the Council is to have a budget it should be approved by the Commission. Mr. Traynor commented that he was in some agreement with Mr. Baillie. Mr. Thompson pointed out that he felt that Mr. Baillie was reading something into the minutes of the Advisory Council meeting that isn't there and that there was no action on the part of the Council except to explore ways to do things that the Commission has set out to do. He said that no one on the Council seemed to want to take the reins and added that what ever visits they proposed to make would only be to suggest ways to implement service. As a result of further discussion a motion was made by Miss Miller that Mrs. Longworth be instructed to prepare a statement setting forth the responsibility of the Advisory Council to the State Library Commission and it be submitted to the Commission members for approval. This was seconded and passed. Miss Miller then moved that Mrs. Longworth prepare a budget in the amount of $900 for travel for the Advisory Council and that the Commission give tentative approval of this budget until the next meeting and Mr. Traynor seconded the motion and it was carried. Miss Miller also suggested that any visits to institutions by the Council be authorized by the Council and arranged by Mrs. Longworth.

There was discussion on the organization of the State Library. Mr. Thompson pointed out that the Commission provides its service through the State Library. Miss Miller pointed out that the State Library Commission runs the State Library. Mr. Traynor recommended the establishment of Divisions. As a result of the discussion Miss Miller then moved that Mrs. Longworth develop

a chart showing the responsibility of the State Library by function and another chart which would show staff within the function. This motion was seconded and passed.

Miss Miller then mentioned that in the minutes of the Advisory Council meeting there was some mention about Mrs. Longworth meeting with the Board of Institutions. She thought that such a meeting should only be at a public meeting of the Board of Institutions and that the Chairman of the Commission should also go.

Mrs. Longworth next gave a progress report on Services to the Blind. She stated that Mr. Charles Gallozzi, Assistant Director of Services to the Blind, Library of Congress had visited the State Library to help set up the service which can begin on January 1, 1968. Mrs. Longworth told the group that the Library of Congress recommended an open house in January to publicize the Service to the Blind. Miss Miller and Mr. Traynor endorsed the idea of an open house, but Miss Miller said she thought it would be better to have the open house in the spring when the weather would be better and the members of the Commission agreed.

Mrs. Longworth next reported on Service to the Institutions. She stated that she had engaged the services of Mr. James Flick from Anaconda to provide service to the State Hospital, Galen and the Prison. Other institutions will be served through contract with public libraries located in the area. The question of matching money was raised and Mrs. Longworth stated that an amendment to the law provided full federal funding without matching during fiscal '68. If it is needed next year the School for the Deaf and Blind can furnish $11,000 to supplement the state appropriation. Miss Miller mentioned that it would be necessary for the School for the Deaf and Blind to maintain effort and that only the increased amount could be used for matching. She also pointed out that some money was being matched for Title II of E.S.E.A. in this school and that the same funds could not be used to match both programs.

The librarian reported that the State Documents Distribution program would be in effect January 1st. Miss Cooper has visited all departments of government and contracts have been signed with depository libraries.

Under Construction projects Mrs. Longworth reported that the dedication of the Great Falls Public Library was very successful and urged all Commission members to visit the new library. In Wolf Point the library has been moved into the new quarters but there is some question about accepting the carpet so they have not received their final payment. Commission members will

receive invitations to that dedication. Mr. Lowrance has visited Kalispell and their architect has been selected. Valier, which has been approved by the Commission, has not reported any recent progress.

Mrs. Longworth presented a request from Mayor Shoup of Missoula for assistance in a construction project. She stated that he had visited with the Board and that she had received a letter from Evelyn Swant, Librarian, saying that her Board requested that the Missoula Public Library be included in the pilot study for that area. Copies of Mr. Shoup's letter were distributed in which he asked for tentative approval in the amount of $200,000. Mr. Thompson suggested that Mrs. Longworth be instructed to write to Mr. Shoup saying that the Commission approved the idea of a new library building in Missoula and the Commission would consider the request as Mayor Shoup kept them informed of action in Missoula. Mr. Thompson then said any consideration for action should be based on the results of the survey and the library's response to it.

Mrs. Longworth then presented a request for assistance from Sheridan in the amount of $5,000 for an addition to the Town Hall. Mr. Thompson moved that Mrs. Longworth advise the librarian at Sheridan that the Commission approves the idea of a building program in Sheridan and that the State Librarian be authorized to negotiate with Sheridan Public Library and encourage a greater amount (up to $10,000) if the funds are available and if Sheridan can match these funds. Mr. Traynor seconded the motion and it was carried.

Mrs. Longworth reported that tentative approval had been given for a trustee workshop under Title I of the Higher Education Act. These could be held in four spots in the state and a resource person could be brought in. Mrs. Pemberton, Mrs. Margaret Warden and Mr. Larry Hodges could help with this workshop program.

Mr. Baillie brought up the question of monthly meetings for the Commission and this was followed by some discussion. Mrs. Pemberton moved that quarterly meetingswould be sufficient and Miss Miller seconded the motion and it was passed. The next meeting was set for the first Monday in March. Mrs. Longworth suggested it would be good for the Commission to attend any meeting of the Advisory Council.

Miss Miller said she thought it would be good to have a policy re out of state travel for the Commission and in-state travel over and above Commission meetings. She mentioned there is an advantage in having the continuity of one person attend national conferences since it often brings recognition and the appointment of that person to a committee. Mrs. Longworth was instructed

to prepare some material for consideration at the next meeting.

Mr. Baillie mentioned that the Commission had approved the by-laws at the last meeting. Miss Miller moved that the Commission adopt the by-laws amended to read in accordance with the action taken today. The motion was seconded and carried.

Mr. Baillie declared nominations open for Chairman and Vice-Chairman. Mr. Thompson nominated Mrs. Pemberton. Miss Miller moved nominations be closed and the motion was carried unanimously. Mr. Baillie then nominated Mr. Traynor for Vice-Chairman and Mrs. Pemberton moved that nominations be closed and the motion was carried unanimously.

Mr. Baillie asked Mrs. Longworth if she had added any books for the use of the legislators for legislative reference. Mrs. Longworth replied that they had indeed built up in this area after a visit to the Legislative Council to see what material was already available. There was discussion on the possibility of providing a desk and telephone for ready reference. No decision was reached but agreement was general that a valuable service could be developed.

Mr. Baillie expressed disapproval of the news releases coming from Astrid Arnoldson in Missoula. State Library is used in the releases rather than State Library Commission he said. Mr. Baillie said he felt there was considerable room for improvement in the publicity program.

There being no further business, the meeting was adjourned.

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